



Position Announcement: Faculty Assessment Liaison

Position Description

The Division of Academic Effectiveness invites applications for a Faculty Assessment Planning Liaison to serve in Academic Year 2023-2024. In 2024-2025, UNC will complete a ten-year accreditation review with the Higher Learning Commission. The Faculty Assessment Liaison will assist the university by supporting academic program assessment and strengthening UNC's ability to successfully meet HLC accreditation criteria specific to assessment. The position will have 3 units of service workload assigned to the Assessment Department per semester (6 workload units total reassignment per position for AY 23-24). Adjunct replacement costs are available for the home departments/schools in cases where workload reassignment must come from teaching. In rare cases, faculty overload compensation consistent with BOT Policy 2-3-401(3)(b) may be considered when adjunct replacement is not possible and other service commitments cannot be reduced.

The University Assessment Council will advise the Director of Assessment on the evaluation and selection of applicants. Appointment is for one academic year with the possibility of reappointment should the positions be continued.

The open assessment liaison position will focus on the development of assessment plans among programs:

Assessment Planning Liaison – this position will support UNC's efforts to meet HLC expectations for assessment in three critical areas: (1) ensuring all academic programs have sustainable assessment plans that differentiate learning across degree levels; (2) ensuring that programs' assessment plans reflect good practice in assessing student achievement of the program learning outcomes; and (3) assisting programs to close the loop by using assessment data to plan and implement pedagogical and curricular improvements (HLC 3.A.2, 3.A.3, 4.B.1–3).

Specific responsibilities will include the following:

- a. Assist in the development or revision of assessment plans identifying timelines and methods for assessing all program learning outcomes across all instructional modalities;
- b. Support academic degree programs' efforts to connect assessment planning and curriculum mapping;
- c. Consult with and provide support for programs' data collection processes and subsequent analysis;
- d. Work with University Relations and the Office of Assessment to build a website for publicly posting program learning outcomes and assessment plans.

General Required Qualifications: Applicants must meet the following requirements:

- Full-time UNC faculty member
- Ability to commit to service in both fall 2022 and spring 2023
- Demonstrated commitment to assessment of learning
- Demonstrated ability to work well with faculty and administrators from a variety of disciplines across the colleges

Preferred Qualifications

Assessment Planning Liaison

- Experience with assessment planning and curriculum mapping applications
- Experience collecting learning outcomes assessment data for analysis
- Experience with programmatic improvement planning
- Experience mentoring other faculty

Application Process & Start Date

Faculty interested in serving as an assessment liaison should submit the following materials via email to Office of Assessment at assessment@unco.edu.

1. Application form (below) with signatures from chair/director and dean.
2. A letter addressing how you meet the required qualifications and the preferred qualifications for the liaison position to which you are applying and describing your interest in assessment of learning and the specific position.
3. Curriculum Vitae.

Review of applications will begin Mar. 20th, 2023 and will continue until the position is filled. The Director of Assessment will confer with the University Assessment Council on selection of applicants.

Start Date: August 2023 (start of fall semester)

Application Form
Assessment Faculty Liaison

Applicant Name	
Applicant Title	
Applicant Department/School	
Liaison Position of Interest	

Statement of Support from Chair/Director

I support this applicant's candidacy for the Assessment Faculty Liaison position and understand that if the application is successful, our department/school will commit to three units of service workload assigned to the Assessment Department per semester (6 workload units total reassignment for AY 23-24). I understand that adjunct replacement costs are available for the departments/schools in cases where workload reassignment must come from teaching and that faculty overload compensation consistent with BOT Policy 2-3-401(3)(b) may be considered when adjunct replacement is not possible and other service commitments cannot be reduced.

Chair/Director Name (Type or Print)	Signature	Date

Comments from Chair/Director (optional):

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Statement of Support from College Dean

I support this applicant's candidacy for the Assessment Faculty Liaison position and agree with their Chair/Director that the Department/School can accommodate the workload assignment for this faculty member's time in academic year 2023-24, so long as replacement funding is provided as needed.

Dean Name (Type or Print)	Signature	Date

Comments from Dean (optional):

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