



Academic Effectiveness

Position Announcement: Faculty Assessment Liaison

Position Description

The Division of Academic Effectiveness invites applications for Faculty Assessment Liaisons to serve in Academic Year 2022-2023. Three positions will be appointed. In 2024-2025, UNC will complete a ten-year accreditation review with the Higher Learning Commission. These Faculty Assessment Liaisons will assist the university by supporting academic program assessment and strengthening UNC's ability to successfully meet HLC accreditation criteria specific to assessment. Each position will have 3 units of service workload assigned to the Assessment Department per semester (6 workload units total reassignment per position for AY 22-23). 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 Assistant Provost for Academic Effectiveness on the evaluation and selection of applicants. Appointment is for one academic year with the possibility of reappointment should the positions be continued.

Three positions with specific areas of focus are available and include the following:

1. *Learning Outcomes and Curriculum Mapping Liaison* – this position will support UNC's efforts to meet HLC expectations for assessment in two critical areas: (1) making sure all academic programs have articulated learning outcomes that are differentiated by degree level and (2) making sure curriculum maps demonstrate how the program's curriculum design supports student achievement of those learning outcomes (HLC 3.A.2, 3.B.1, and 4.B.1). Specific responsibilities will include the following:
 - a. Develop rubrics for evaluating program learning outcomes and curriculum maps (the rubric will be used by the Assessment Council in the future);
 - b. Lead the collection and review of academic degree programs' learning outcomes and curriculum maps using the rubric;
 - c. Consult with and provide support for programs who need to develop and/or revise their learning outcomes and/or curriculum maps;
 - d. Assist in developing and implementing a format for publicly posting program learning outcomes to UNC's website.
2. *LAC Assessment Liaison* – this position will assist in the development of a sustainable infrastructure for supporting general education assessment of learning (HLC 3.B.1, 4.B.1, and 4.B.2). Specific responsibilities include the following:

- a. Serve as a liaison between the Office of Assessment, the Liberal Arts Council, Institutional Research and Effectiveness, and Instructional Design and Development in the creation of an assessment infrastructure for collecting and reporting LAC assessment outcomes;
 - b. Assist in developing a sampling plan and calendar for collecting LAC assessment data;
 - c. Assist with the development of LAC rubrics and course templates in Canvas; and
 - d. Assist with a pilot assessment to test data collection and reporting.
3. *Assessment Methods Liaison* – this position will support UNC’s efforts to meet HLC expectations for assessment by providing support to individual faculty and programs on effective methods for conducting assessments at the program level (HLC 4.B.3). Specific responsibilities include the following:
- a. Provide expert consultation to individual instructors and programs on developing assessment tools (valid and reliable tests, program assessment rubrics, classroom assessment techniques, formative and summative assessments, etc.);
 - b. Develop on-demand resources and toolkits on common assessment methods;
 - c. Consult with programs on implementing sustainable assessment data collection and reporting mechanisms (including options for using Canvas); and
 - d. Assist programs in developing assessment methods to support learning improvement projects.

General Required Qualifications: Applicants must meet all of 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: Based on the position

1. *Learning Outcomes and Curriculum Mapping Liaison*
 - Experience developing program learning outcomes and curriculum maps
 - Experience collecting and evaluating qualitative, text-based information
 - Experience mentoring other faculty
2. *LAC Assessment Liaison*
 - Experience teaching general education courses at UNC
 - Experience developing assessment processes and data collection
 - Experience using Canvas
3. *Assessment Methods Liaison*
 - Consultation experience
 - Experience developing quantitative and qualitative assessment methods and tools
 - Experience writing resource materials for general audiences

Application Process & Start Date

Faculty interested in serving as an assessment liaison should submit the following materials via email to Kim Black at kim.black@unco.edu.

1. Application form (below) with signatures from chair/director and dean (electronic signatures accepted).

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 May 13, 2022, and will continue until the positions are filled. The Assistant Provost of Academic Effectiveness will confer with the University Assessment Council on selection of applicants.

Start Date: August 2022 (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 22-23). 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):

--

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 2022-23, so long as replacement funding is provided as needed.

Dean Name (Type or Print)	Signature	Date

Comments from Dean (optional):

--