

California State University, Stanislaus  
**Faculty Coordinator for Assessment of Student Learning**  
**Position Description**

This position provides an opportunity for a faculty member to serve the university by working with the faculty in its efforts to enhance academic effectiveness, with an emphasis on the promotion and assessment of student learning. The role of the coordinator is to enhance student learning, classroom teaching innovation, research investigations, and formal and informal assessment that demonstrates student academic achievement. Additionally, the coordinator encourages professional development through participation in the Faculty Center's programs. The coordinator provides leadership for the faculty-driven assessment of student learning outcomes.

The coordinator is appointed by the Provost and reports to the Director of the Faculty Center for Excellence in Teaching and Learning (FCETL) through the Associate Vice President for Faculty Affairs in achieving the goals related to the assessment of student learning.

This appointment is for a 3-year period, September 2006 through June 2009. Re-appointment is possible depending upon performance, funding, and initiatives undertaken by FCETL. Funding for 9 units of assigned time per year is provided by the Provost via the appropriate college. The coordinator is provided an office in the John Stuart Rogers Faculty Development Center.

Qualifications

The coordinator is expected to possess the following qualifications:

1. full-time tenured or tenure-track faculty member at CSU Stanislaus
2. knowledge of effective teaching, classroom research, and including understanding of the role of assessment for faculty development and enhancement of learning
3. understanding of general education goals and history of assessment at CSU Stanislaus
4. evidence of administrative and leadership abilities for achieving the assigned responsibilities of the position
5. dedication to enhancing quality of education and academic achievement
6. strong interpersonal skills and ability to work cooperatively with faculty and administration
7. creativity, initiative, ability to work independently and achieve goals

Responsibilities

1. Prepare and disseminate materials to assist faculty and departments in the development of effective, meaningful, and manageable strategies for the assessment of student learning;
2. Work with faculty to create an understanding of how assessment informs instruction and guides classroom teaching;
3. Assist Program Assessment Coordinators and department faculty in developing effective and manageable assessment of student learning activities;
4. Convene the Assessment Council (AC) which is comprised of the Program Assessment Coordinators (PACs);
5. Assist departments undertaking academic program reviews by providing strategies and processes for assessment of student learning;
6. Establish annual priorities after consultation with the Director of Faculty Development Center, Program Assessment Coordinators, Assessment of Student Learning subcommittee, and the Associate Vice President for Assessment and Quality Assurance.

7. Communicate regularly with the Associate Vice President for Assessment and Quality Assurance in support of academic assessment.
8. Work with the Institutional Research Office to facilitate support of faculty in assessment of student learning;
9. Work with the Director of the Faculty Center for Excellence in Teaching and Learning to provide workshops or related activities to disseminate information about effective instructional practices and/or assessment practices as related to improving student learning;
10. Serve as a liaison from the Faculty Center for Excellence in Teaching and Learning with the University Educational Policies Committee's Assessment of Student Learning Subcommittee, Assessment Leadership Team (ALT), and other appropriate governance committees;
11. Work with the Faculty Director of General Education, faculty groups, and the Director of FCTEL to define further the integration and assessment of the general education goals in classroom instruction;
12. Work with the Graduate Assessment Project Director and Graduate Council in the implementation of academic assessment;
13. Keep campus community abreast of pertinent assessment news by working with the Office of Assessment and Quality Assurance;
14. Ensure alignment of campus assessment initiatives with the WASC reaccreditation standards and their emphasis on assessment of student learning;
15. Serve as the campus representative for system-sponsored and national faculty development activities in support of assessment of student learning.

12/14/04 | Updated 11/1/07  
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