

Instructional Assessment Coordinator

Duties include:

- promoting a culture of assessment among faculty by:
 - helping faculty find meaningful results through the effective design and analysis of assessment methods; and
 - offering assistance and training to individuals and departments; and
 - serving on the Technical Review of the Curriculum Committee and providing assistance to faculty in constructing appropriate SLO and PLOs in Course Outlines of Record; and
 - identifying areas in which the college can improve in its implementation of assessment.
 - Approximately 60% of time allocation
- providing the college with assessment expertise by:
 - attending workshops and conferences on assessment best practices and accreditation-related issues; and
 - sharing this expertise by collaborating with the Professional Development Program to provide assessment workshops
 - Approximately 30% of time allocation
- Collaborating with the Assessment Advisory Group and Accreditation Liaison Officer to:
 - contribute to annual accreditation reports.
 - Approximately 10% of time allocation

Note: This position differs from the previous SLOAC Coordinator in that its duties do NOT include providing users with technical support for TracDat, administering TracDat accounts or routine running of TracDat reports.