



Position Summary

Working independently under the general direction of the Executive Director of Academic Programs and Planning (APP), the Faculty Academic Assessment Director will provide leadership and direction for academic assessment efforts at the program and institutional levels, integrate assessment activities and results with accreditation processes, and disseminate high-level assessment information among university stakeholders.

The Faculty Academic Assessment Director will be responsible for leading the assessment of student learning in five main areas:

- Program assessment in Cal Poly's 106 degree programs
- Campuswide assessment efforts focusing on six core competencies: written communication, DEI, critical thinking, quantitative reasoning, oral communication, and information literacy (which also will align with General Education assessment)
- Instructionally Related Activities (IRAs)
- Leading assessment workshops in collaboration with the Center for Teaching, Learning and Technology (CTLT)
- Administration of external campuswide assessment projects such as the Beginning College Survey of Student Engagement (BCSSE) and the National Survey of Student Engagement (NSSE)

The office of APP works closely together as a team; the Academic Assessment Director's work will be a central part of our student-centered mission and will benefit from the support of the team.

The Faculty Academic Assessment Director is a full-time faculty position covering the 2026-27 and 2027-28 academic years and 4-8 WTU of summer work to be agreed upon, beginning August 17, 2026. The successful candidate will be awarded 100% assigned time for teaching and service responsibilities in their home department. The appointment will be renewable for additional three-year periods.

APP's mission is to promote student success through partnering with faculty and staff to develop, deliver, and continuously improve academic programs; collaborate with the Academic Senate to develop, implement, and review academic policies; and engage college and program leaders in strategic action planning. APP's responsibilities include facilitating academic planning for new and existing degree programs, coordinating the program review process for all of Cal Poly's academic degree programs, coordinating the assessment of student learning, providing administrative oversight for the university's General Education and Instructionally Related Activities programs, implementing systemwide California State University initiatives and policies, and making reports to meet all accountability requirements. APP is a key component of Academic Innovations and Programs in the division of Academic Affairs.

Duties and Responsibilities

The duties and responsibilities of the Faculty Academic Assessment Director position fall under the following three main areas:



Leadership of Academic Assessment

- Exercise leadership while working collaboratively in the equitable assessment of student learning at the university and program levels.
- Focus campus attention on the role of academic assessment in educational effectiveness and continuous improvement.
- Plan, organize, and facilitate campuswide assessment projects in support of the University/GE assessment plans.
- Provide guidance and support to academic departments in the development, implementation, and assessment of program learning outcomes/objectives, assessment, and action plans.
- Provide leadership for the university's Academic Assessment Council.
- Provide guidance for the use of tools such as CSU Student Success dashboards.

Evaluation, Coordination, Collaboration

- Evaluate annual program assessment plans and reports.
- Conduct assessment training as part of faculty development programming in partnership with CTLT.
- Interpret assessment findings and prepare regular assessment reports for various stakeholders to summarize such findings at the college and university levels.
- Coordinate scheduled national assessments (e.g., BCSSE and NSSE), including administration, analysis, and dissemination of results across campus.
- Collaborate with Student Affairs on development, administration, and analysis of cross-divisional surveys.

Currency and Role in APP

- Facilitate a work environment that encourages the development of skills to engage with those of other cultures, disciplines, and backgrounds.
- Build familiarity with the CSU Student Success framework.
- Assure the currency of APP assessment and student achievement webpages, including content development.
- Record, store, manage, and disseminate confidential and sensitive assessment data, as appropriate.
- Build and maintain professional currency by attending and/or presenting at academic workshops and conferences.

Related Job Functions

- Perform other job-related duties and special projects as assigned.

Required Education, Experience, and Credentials

- Earned doctoral degree or recognized terminal degree in the discipline.
- Full-time, tenured Cal Poly faculty member with significant teaching experience in higher education and two or more years of experience with academic assessment.



Required Skills, Knowledge, and Abilities

- Commitment to continuous improvement in accomplishing the student-centered mission of Academic Programs and Planning.
- Commitment to strengthening the culture of institutional excellence across the university.
- Excellent ability to work effectively with diverse groups of faculty, staff, students, and administrators.
- Excellent oral, written, and presentation skills, including the ability to develop data-rich reports that are easily understood by various stakeholders.
- Strong ability to initiate, establish, and foster communication and teamwork by maintaining a positive, cooperative, productive work atmosphere.
- Excellent organizational and time management skills with the ability to set own priorities and coordinate multiple projects with potentially conflicting demands.
- Ability to interpret, communicate, and apply university/system policies and procedures.
- Knowledge of formative and summative assessment principles and practices and a commitment to continued growth in these areas.
- Knowledge of contemporary pedagogy and a commitment to continued growth in this area.
- Ability to apply independent judgment, initiative, and discretion to address problems.
- Ability to adapt to changes in systems, supervisory directions, policies, and procedures.
- Demonstrated high level of attention to detail.
- Forward-thinking, innovative, and proactive approach to identifying problems and implementing evidence-based improvements.
- Collaborative leadership style with a strategic and creative approach to issues, and exceptional problem-solving and decision-making abilities.

Preferred Skills, Experience, Availability

- Strong quantitative and qualitative skills and experience in social science and/or quantitative research methods, including a general knowledge of statistics.
- Familiarity with best practices for the assessment of student learning.
- Willingness to attend training programs for occasional professional development.

Inquiries or to be Considered for this Position

Please email Maureen O'Connor, Executive Assistant to the Associate Provost, AIP, at moconn04@calpoly.edu, with the following materials:

- Letter of Interest, including a statement of interest, qualifications, and relevant experience in leadership and assessment
- Curriculum Vitae

Review of applications will begin the week of May 18, 2026. Open until filled. This is an internal recruitment opportunity open to current Cal Poly employees only.