

**ADDENDUM TO 2012 LETTER OF AGREEMENT PROGRAM COORDINATORS, DIRECTORS, AND OTHER
DESIGNATED FACULTY**

Director of Academic Assessment in the Institute for Faculty Development (IFD)

Preamble:

In the service of the mission of Stockton University, the Administration and the Stockton Federation of Teachers are committed to robust documented assessment of student learning that is integrated into the fabric of the institution in a way that ensures a strong faculty voice in these matters. The role of the Director of Academic Assessment is intended to ensure that the faculty voice in these activities is paramount and central.

Eligibility:

Tenured faculty members at the level of Associate Professor or higher are eligible to serve as Director of Academic Assessment if they possess the following qualifications:

- The ability to plan, carry out, and assess the effectiveness of academic programs (majors, minors, and credit-based certificate programs) at the undergraduate and graduate levels.
- Demonstrated knowledge of student learning outcomes assessment and practices in higher education.
- Prior participation in assessment-related workshops or seminars.
- The ability to support academic program assessment work in all its phases from planning to interpretation of assessment findings to the use of assessment findings.
- Excellence in communication and organizational skills.

Appointment and Term:

The Director of Academic will be appointed by the Provost upon recommendation of a Selection Committee. The Selection Committee shall consist of the Director of the IFD, three faculty members chosen by the Provost in consultation with the President of the Faculty Senate and the IFD Director, and a designee chosen by the Provost. The Director will serve a 3-year term.

Compensation:

The Director shall receive 8 TCH of release time per semester during the academic year. There will be an expectation of part-time summer responsibilities that will be compensated at a minimum of 4 TCH and a maximum of 8 TCH based on specific summer assignments approved by the Provost.

Responsibilities include:

1. Provide expertise for faculty in curricular program assessment to plan, implement, use and improve upon meaningful assessment activities in order to continue to improve student learning.
2. Assist faculty in determining if stated student learning goals for academic programs are being met.
3. Assist in the analysis and interpretation of student learning assessment data and communicate

- these findings to the faculty.
4. Chair the University's committee dedicated to student learning and assessment, comprised of one faculty member from each School (ensuring representation from undergraduate and graduate programs), two faculty members selected by the Faculty Senate, one faculty member selected by the Stockton Federation of Teachers, and a designee selected by the Provost.
 5. Assist academic programs in the assessment of student learning outcomes as part of the 5-year self-study process.
 6. Work with the Institute of Faculty Development to help academic programs advance the use of assessment results in curricular program decision-making.
 7. Submit by June 30 to the Provost, an annual report outlining assessment activities as appropriate.

TERM OF AGREEMENT

This Agreement shall remain in full force and effect from this date until August 31, 2020 unless modified by changes in the Master Agreement. The Agreement shall automatically be renewed from year to year thereafter, unless either party shall give to the other party written notice of its desire to terminate, modify or amend this Agreement. Said notice shall be given the other party in writing no later than 30 days prior to August 31, 2020, or 30 days prior to August 31 of any succeeding year for which this Agreement is automatically renewed.

IN WITNESS THEREOF, the University and the Stockton Federation of Teachers have caused this Memorandum of Agreement to be executed this 28th day of February, 2017.

For: Stockton University



Harvey Kesselman, President

For: The Stockton Federation of Teachers



Anne F. Pomeroy, President