

# Extended Studies NACEP Faculty Fellow

## **Background**

The Extended Studies (ES) Faculty Fellow will work closely with the High School Programs (HSP) team to develop evidence documents, procedures, and professional development in preparation for National Alliance of Concurrent Enrollment Partnership's (NACEP) Concurrent Enrollment Program Accreditation application. The Faculty Fellow will be instrumental in the development of practices and guidelines to meet NACEP's Faculty, Assessment, and Curriculum Standards. CSU Pueblo intends to submit a Letter of Intent for the 2025-2026 accreditation approval cycle, due December 1, 2024.

Note: Concurrent Enrollment in this document refers specifically to the Senior to Sophomore program.

## **Deliverables:**

- Attend meetings with HSP staff twice monthly and with the Dean of Extended Studies as necessary.
- Attend the NACEP Accreditation Institute in Maine in June 2024
- Work with academic departments to develop and implement new concurrent enrollment instructor training.
- Create discipline-specific professional development and ongoing collegial interaction to further enhance concurrent enrollment instructors' pedagogy and breadth of knowledge in the discipline.
- Develop a process to ensure concurrent enrollment students' proficiency of learning outcomes is measured using comparable grading standards and assessment methods to on campus sections.
- Develop a schedule, create an assessment rubric, and conduct site visits to observe course content and delivery, student discourse, and rapport to ensure the courses offered through the concurrent enrollment program are equivalent to the courses offered on campus.
- Work with ES staff to develop and implement end-of-term student course evaluations for each concurrent enrollment course to provide instructors with student feedback.
- Develop an evaluation and reporting structure of the concurrent enrollment program's effectiveness and use the results for continuous improvement.

## **Appointments:**

This appointment is to assist in the first year of the two-year accreditation process. The Fellow will receive a stipend for Summer 2024 work and a one course release time from teaching for the Fall 2024 and Spring 2025 semesters to be negotiated with the Fellow, their Department Chair, Dean and the Provost. The Fellow's scope of duties will depend on the agreed upon time commitment. Fellowship workload CANNOT be taken as an overload. Fellows may be provided with a modest discretionary and/or training budget.

## **Eligibility:**

Tenured faculty members are welcome to apply for this fellow position. The application should include a C.V. and a statement of no more than two pages summarizing interest. Faculty applicants should have a letter from their Department Chair and a statement of support from their Dean. An application can be found at [Provost | Provost | CSU Pueblo](#). Please contact Dr. Gail Mackin (gail.mackin@csupueblo.edu) with any questions.

**Nomination and Selection Process:**

The call for proposals will be circulated to the faculty and the deans in April 2024. Completed applications are due no later than May 10, 2024. A review committee will rank and recommend applicants to the Provost. All decisions will be made, and applicants notified, by May 24 with a start date of June 1, 2024.