



MICHAEL ANDERSON

Assessment Coordinator

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SUMMARY

Dedicated and results-oriented Higher Education Assessment Specialist with over 8 years of experience in educational assessment and program evaluation. Proven track record of implementing effective assessment strategies that enhance student learning outcomes and improve institutional performance. Skilled in data analysis, qualitative research, and strategic planning to support academic programs. Strong communicator with a talent for collaborating with faculty, students, and administrative staff to foster a data-informed culture.

WORK EXPERIENCE

Assessment Coordinator State University

Jan 2023 - Present

- Developed and implemented comprehensive assessment plans for undergraduate programs.
- Collaborated with faculty to create rubrics and assessment tools for course evaluations.
- Analyzed student performance data to identify trends and areas for improvement.
- Facilitated workshops on assessment best practices for faculty and staff.
- Led accreditation efforts, ensuring compliance with regional standards.
- Monitored assessment outcomes and reported findings to academic leadership.

Assessment Analyst City College

Jan 2020 - Dec 2022

- Conducted quantitative analyses of student achievement data to inform program reviews.
 - Designed and administered surveys to gather feedback on student learning experiences.
 - Prepared detailed reports on assessment results for stakeholders.
 - Supported the development of strategic initiatives aimed at improving student retention rates.
 - Assisted in the training of graduate assistants in assessment methodologies.
 - Participated in institutional research projects to enhance data-driven decision making.
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EDUCATION

Master's in Educational Measurement and Evaluation, University of Education

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- **Technical Skills:** Data Analysis, Program Evaluation, Educational Assessment, Strategic Planning, Qualitative Research, Accreditation Processes
- **Awards/Activities:** Increased overall student satisfaction scores by 20% through targeted assessment initiatives.
- **Awards/Activities:** Successfully led the institution through a comprehensive accreditation review process.
- **Awards/Activities:** Published a peer-reviewed article on innovative assessment practices in higher education.
- **Languages:** English, Spanish, French