



# Michael ANDERSON

## ASSESSMENT AND ACCREDITATION COORDINATOR

### CONTACT

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### SKILLS

- Curriculum assessment
- Institutional effectiveness
- Data analysis
- Accreditation compliance
- Faculty collaboration
- Program review

### LANGUAGES

- English
- Spanish
- French

### EDUCATION

**MASTER'S DEGREE IN HIGHER  
EDUCATION ADMINISTRATION,  
UNIVERSITY OF SCHOLARS**

### ACHIEVEMENTS

- Increased student graduation rates by 15% through targeted curriculum assessments.
- Recognized for excellence in assessment leadership with the University Impact Award.
- Successfully led accreditation efforts that resulted in full reaccreditation for the institution.

Dynamic Standards and Assessment Specialist with a focus on higher education and extensive experience in curriculum assessment and institutional effectiveness. Over the past nine years, I have been committed to enhancing the quality of education by developing comprehensive assessment frameworks that align with institutional goals. My expertise includes conducting program reviews, creating rubrics, and analyzing learning outcomes to ensure continuous improvement in academic programs.

### WORK EXPERIENCE

#### ASSESSMENT AND ACCREDITATION COORDINATOR

University of Excellence

2020 - 2025

- Led assessment initiatives to evaluate program effectiveness and student learning outcomes.
- Collaborated with faculty to develop assessment plans and ensure alignment with accreditation standards.
- Conducted data analysis and presented findings to academic committees for decision-making.
- Facilitated workshops on effective assessment practices for faculty and staff.
- Managed the accreditation process, ensuring compliance with regional standards.
- Prepared annual assessment reports for university stakeholders.

#### CURRICULUM ASSESSMENT SPECIALIST

State University

2015 - 2020

- Developed curriculum assessment frameworks to evaluate course effectiveness.
- Worked with academic departments to analyze course-level assessment data.
- Provided recommendations for curriculum enhancements based on assessment outcomes.
- Engaged in institutional research to support continuous improvement initiatives.
- Facilitated focus groups with students to gather feedback on curriculum and assessment practices.
- Collaborated on strategic planning initiatives to improve overall institutional effectiveness.