Working Hard for a Living: Efficient and Effective Adjunct Faculty Hiring Practices

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American InterContinental University (AIU)

Established in 1970

Online

Houston
Atlanta

First gen
First time
Post-traditional

90%+
Fully online

6800 seats taken each session

300 classes running each session

200 faculty scheduled each session

53 faculty per manager
Session Outcomes

Examine how a student-centered approach to classroom facilitation and instruction are incorporated into interview questions.

Compare several iterations of interview questions.

Analyze an adjunct faculty hiring process from job posting to orientation.
Questions for Consideration

Do your hiring practices yield adjunct faculty that meet the needs of the classroom and the institution?

How often do you review and adjust your interview process?

What influences adjustments to your interview process?
Hiring: Our Stats (2020-2021)

- 750 Applications
- 237 Interviews
- 66 New Hires
Hiring: Our Steps

1. Identify Need
   - Bench
   - Attrition
   - Refresh

2. Application
   - CV
   - Transcript
   - Extras

3. Interview
   - Virtual
   - DB Reply
   - Philosophy
Hiring: Our Process

- Scheduling the interviews
- The interview
- Making the decision
Hiring: Reviewing & Adjusting

- Interview question refresh
- Teaching expectations shift
- Mode update
Interview Questions: Timeline

- **2016**: Standardized set of interview questions
- **April 2018**: First attempt at tailoring to GenEd needs
- **Sept 2019**: Refining to include focus on at-risk students
- **July 2020**: Further refining
- **June 2021**: Adapted to reflect updated performance expectations
- **Feb 2022**: Streamlined, add'tl focus on performance expectations and disciplines
Interview Questions: Consistency

Can you briefly outline your teaching philosophy for us?

How do you identify students who are at-risk in your online classroom?

What do you feel are your greatest strengths in the online classroom?
Interview Questions: Refresh

Original

Briefly outline your teaching philosophy

Revision

Briefly outline your teaching philosophy and general teaching experience

Current

Thinking back to how you described your teaching philosophy, tell us in 2 bullet points what you feel defines your philosophy.

AIU Online is an open enrollment institution which means that all students with proof of a HS diploma or equivalent are accepted into one of our programs.

As a potential AIU faculty team member, how do you envision your role as an instructor in an open-enrollment classroom?

AIU does not require test scores or entrance exams for enrollment.

With this in mind, how would you meet the needs of a variety of learners in the online classroom?

How do you facilitate learning in a fully-designed asynchronous, online, classroom?

In an asynchronous classroom, how will your students know you are present in the classroom, that you are their instructor?

Can you provide examples of your ability to work effectively with a variety of students, including outreach?

How do you engage the less motivated student and support the underprepared student?
What is your “go-to” interview question?
Putting it all together

Poll
How often do you review and adjust your interview process?

Reflect
Do your hiring practices yield adjunct faculty that meet the needs of the classroom and the institution?

Chat About It
What influences adjustments to your interview process?
Thank you!

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