

Full-Time Faculty, Computer Information Systems  
(REPOST)  
Lee College

Direct Link: <https://www.AcademicKeys.com/r?job=253754>

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Posted Feb. 26, 2025, set to expire Mar. 16, 2025

<b>Job Title</b>	Full-Time Faculty, Computer Information Systems (REPOST)
<b>Department</b>	
<b>Institution</b>	Lee College Baytown, Texas
<b>Date Posted</b>	Feb. 26, 2025
<b>Application Deadline</b>	03/16/2025
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Core Faculty Lecturer/Instructor
<b>Academic Field(s)</b>	Sciences - Computer Science Business
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**Job Description**

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**Full-Time Faculty, Computer Information Systems (REPOST)**

**Salary:**

**Job Type:** Full-Time

**Job Number:** FY2300525

**Location:** Main Campus - Baytown, TX

**Division:**

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Provost/Academic & Student Affairs

### Position Overview

Faculty schedules vary by semester. Candidate may be required to teach evening, weekend, summer, online, hybrid, and/or distance education courses.

### Essential Duties & Responsibilities

- Teach freshmen and sophomore Computer Information Systems courses.
- Qualified applicants must be committed to student learning, integrating technology into the curriculum, and encouraging engaged scholars.
- Teach assigned classes in keeping with approved syllabi, outlines, and instructional materials.
- Maintain accurate student records in compliance with Lee College requirements.
- Submit required student reports to the Admissions & Records Office according to schedule.
- Direct, evaluate, and assess the learning experience of the students in accordance with adopted curricula and approved procedures.
- Provide counsel/guidance to students when there is a need.
- All faculty members are required to be on campus thirty-five (35) hours per week and participate in professional development activities, department and college committees, commencement, and other activities as stated in the Faculty Workload and Responsibilities Policy.
- Faculty members may be required to teach evening, weekend, summer, online, hybrid, and dual credit classes at various campuses.

### Additional Duties & Responsibilities

- Participate in campus-related committees as needed.
- Recruit for and promote the Computer Information Systems program.
- Participate in professional development activities, both on-campus and off.
- Perform other duties as assigned.

### Minimum Education, Experience, Knowledge, Skills & Abilities

- Master's (or higher) degree in a qualifying field and at least three (3) years of related, non-teaching experience in an integrated software package (Word, Excel Access & PowerPoint); or Master's (or higher) degree and at least three (3) years of teaching experience in an integrated

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software package (Word, Excel, Access & PowerPoint).

**Preferred Qualifications:**

- Master's (or higher) degree with eighteen (18) graduate hours in a qualifying field and at least one (1) year of related, non-teaching experience in an integrated software package (word, Excel, Access & PowerPoint).
- Prior online teaching experience and certification.
- Blackboard Learning Management System experience.
- Faculty must complete the Lee Teaching Online Certification course or provide documentation of training in distance education.

**Qualifying Fields:**

- STEM Field Degree
- Accounting
- Business
- MBA
- Computer Information Systems

*Lee College does not discriminate on the basis of race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age, disability, veteran status, genetic information or any other basis protected by law.*

To apply, please visit <https://www.schooljobs.com/careers/lee/jobs/4743954/full-time-faculty-computer-information-systems-repost>



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**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

N/A

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