

Motion to Make Changes to the Functions of the Core Curriculum Advisory Committee

For Comparison to other Committee Descriptions see

<http://www.radford.edu/staffweb/university/igdoc/igplan.pdf>

CCAC Function Change

Existing Text (Reflects 2010 and 2011 revisions to the text)

Committee Function: Reviews course proposals and makes recommendations for or against inclusion in the core curriculum, develops and supervises an assessment plan for the core curriculum, considers assessment reports on the effectiveness of the core curriculum or elements thereof, recommends curricular programmatic modifications based on assessment results, and reviews and comments on recommendations made concerning the core curriculum. Faculty Senate should comment and approve any changes. SGA must be provided the opportunity to comment.

Proposed Function Description

Committee Function: Reviews course proposals and makes recommendations for or against inclusion in the core curriculum, develops and supervises an assessment plan for the core curriculum, considers assessment reports on the effectiveness of the core curriculum or elements thereof, recommends curricular programmatic modifications based on assessment results, and reviews and comments on recommendations made concerning the core curriculum. Faculty Senate should comment and approve any changes. SGA must be provided the opportunity to comment.

Acts with regard to UNIV Core 201 and 202 in a manner consistent with some of the responsibilities of a Department Personnel Committee. These duties are outlined under section 4.2.3.3 of the T& R Faculty Handbook. These duties will be carried out in cooperation with the Core Director and Core Coordinators:

- Electing a sub-committee of no less than three tenured faculty members to fulfill the following responsibilities in a timely manner and in accordance with the University Personnel Decision Timeline. One of the members should be the Core A Faculty Representative who is a non-voting member of CCAC. If this person is not a tenured faculty member, then at the beginning of that academic year, the Core 201 and Core 202 Faculty should elect a tenured faculty member from their group to serve on the sub-committee. Duties of this sub-committee will be as follows:
 - Working with the Core Director and Core Coordinators and the Vice Provost for Academic Affairs to develop written criteria for hiring and evaluating the teaching performance of all Core 201 and 202 faculty in their respective Core classes and for the evaluation of the Core Director

and Core Coordinators where appropriate. (Where such criteria exist, CCAC will review and comment on existing documents.)

- Assisting the Core Director and Core Coordinators in reviewing credentials, proposals, and syllabi of faculty hired to teach Core 201 and/or Core 202 classes in light of the above criteria.
- Assisting the Core Director and Core Coordinators in recommending reappointment or non-reappointment of faculty to Core 201 and Core 202 teaching responsibilities (**only** with reference to their teaching in Core 201 and Core 202 classes). The final decision in these matters rests with the Core Director, but the Core Director has the responsibility of working with the CCAC subcommittee and providing them with necessary information for them to perform their duties.
- Administering, delivering and generally overseeing student evaluations of all faculty teaching Core 201 and 202 courses.
- Annually evaluating the Director as a Director where appropriate. The evaluation shall be conveyed both to the Director and to the Vice Provost. Any appeal would be conducted in a manner consonant with the existing procedures outlined in the T & R Faculty Handbook.
- Assisting the Core Director in a yearly evaluation of the Core Coordinators where appropriate.
- Hearing and review of student grievances against faculty teaching in the Core.

Rationale for Function Change

Currently Core 201 and 202 are unaccounted for in existing personnel paths and procedures. Core 101, 102 and 103 are currently staffed and overseen by the English Department. This motion addresses a gap in the process by applying personnel procedures consistent with those outlined in the Radford University T & R Faculty Handbook. Further, this measure protects the integrity of instruction of University Core A courses and of faculty and student experiences. Finally, the Core Curriculum Advisory Committee should play an important role in the goal of maintaining ongoing faculty oversight of the Core Curriculum. The motion above addresses an expanded role for CCAC in working with the Core Director and Coordinators in the process of staffing Core 201 and Core 202 classes, evaluating Core 201 and Core 202 faculty (**only** with reference to their teaching in Core 201 and Core 202 classes) and evaluating the Core Director and assisting the Core Director in the evaluation of Core Coordinators.