**GECCo: Refreshed Charge, Spring 2016**

**(For implementation in Fall 2016)**

**by E. Rainforth / FAEC, 5/4/16**

**Background**:

The General Education Curriculum Committee was created in Fall 2009 by the Faculty Assembly, as a body reporting to the Faculty Assembly (via FAEC), and making recommendations about changes to the General Education curriculum to the Academic Review Committee. Its two-fold charge was: (1) to provide faculty-driven, holistic oversight of the General Education curriculum and (2) to develop and implement an ongoing General Education assessment plan on a multi-year cycle.

With the upcoming implementation of a revised general education program, the charge and membership of GECCo need to be refreshed.

**Revised Charge (Fall 2016 and beyond):[[1]](#footnote-1)**

The General Education Curriculum Committee is a Faculty Assembly Standing Committee that will:

1. provide faculty-driven, holistic oversight of the General Education curriculum
   1. Review all proposed General Education courses against the established learning outcomes, and approve course request packages prior to the courses going to the ARC for approval;
   2. Establish and implement a timeline and process for the periodic review of courses for ongoing quality assurance (including their continued adherence to the established learning outcomes and their continuous improvement in light of assessment results and other established criteria); this process will include a mechanism and criteria for the resubmission, addition and removal of courses from the GE program
2. develop and implement an ongoing General Education assessment plan on a multi-year cycle
   1. Organize systematic assessments of the established learning objectives/outcomes annually, share all assessment results with the faculty at large, and coordinate loop-closing meetings and activities reflecting assessment results with the faculty teaching the assessed General Education courses/categories
3. Advocate for the General Education program:
   1. Recommend resources and articulate any overarching concerns to its Provost-appointed ex-officio member who will liaise between GECCo and the appropriate senior Administrators;
   2. Coordinate with other Programs/units as appropriate (e.g. WAC, FRC, the Library, and the Center for Reading and Writing) to attain ongoing support for teaching and learning in the General Education Program

**Revised Membership**

GECCo will consist of the following members:

* Director of Critical Reading and Writing (ex-officio)
* Director of Studies in Arts and Humanities (ex-officio)
* Director of First-Year Seminar (ex-officio)
* Director of Social Science Inquiry (new, compensated position) Category (ex-officio)
* Coordinator for Historical Perspectives Category
* Coordinator for Quantitative Reasoning Category
* Coordinator for Scientific Reasoning Category
* Coordinator for Global Awareness Category
* Coordinator for Culture and Creativity Category
* Coordinator for Values and Ethics Category
* Coordinator for Systems, Sustainability, and Society Category
* Coordinator for Experiential Requirement
* Coordinator for Mid-Career Reflection Requirement
* Coordinator for the Senior Presentation Requirement(Ex-officio) Vice Provost (or Provost’s Office Representative determined by the Provost)
* For balance:
  + each academic school shall have no fewer than two members; the Library shall have no fewer than one. If the coordinators/directors listed above do not reflect this diversity, at-large representatives shall be elected by the units in order to meet the school/Library minimums;
  + each academic school shall have no more than three members amongst the Coordinators.

The committee will elect a chair annually from amongst its membership.

All members are voting members except Vice Provost.

Coordinators will serve renewable elected two-year terms. Directors are appointed annually through an application process operating from the Provost’s Office.

For the 2016-2017 academic year only, Coordinators will be elected from the membership of the respective General Education Implementation Team Working Groups, for a one-year period. Coordinators would be eligible to seek reelection, beginning a new term in Fall 2017. In order to stagger elections, half of the Coordinators elected in Fall 2017 will be for a one-time three year term. Coordinators would be elected by the FA (unless in 2016-17, GECCo recommends to the FA that some Keystone courses/categories be elected from specific convening groups/schools).

**Roles of GECCo members**

Directors and Coordinators

The various directors and coordinators will:

* Review submitted course syllabi in the areas each represents, in consultation with faculty who teach in the course or category
* Coordinate assessments with other GECCo members and with the faculty teaching in the courses/categories to which the objectives under assessment have been assigned
  + - The actual work of assessment should be carried out by the faculty in each course/category, coordinated by their respective Coordinators/Directors.
* Coordinate subsequent loop-closing meetings and activities reflecting assessment results
  + - The determination and implementation of loop-closing measures should be carried out by the faculty in each course/category, coordinated by their respective Coordinators/Directors.
* Collaborate with appropriate academic Administrators in ensuring the ongoing quality of courses each represents (e.g., adherence to the established learning objectives/outcomes and implementation of approved measures to enhance student learning)
* Directors will also fulfill the administrative responsibilities contained in their respective job descriptions.

Chair of GECCo

The GECCo chair will ensure that:

* Regular meetings of GECCo are convened;
* Minutes of GECCo’s meetings are taken and posted;
* Sign the ARC form to indicate that the course syllabus meets the objectives and outcomes for the course or category and is recommended for inclusion
* Proposed Generation Education courses and their revisions are reviewed and approved, and submitted to ARC by established timelines;
* The General Education curriculum is periodically reviewed;
* Assessment is completed in a timely manner;
* Loop-closing activities and meetings reflecting assessment results occur;
* Assessments and other materials on GECCo’s website are posted and up-to-date;
* The committee’s activities and assessment results are discussed with the faculty at large;
* ARC is met with regularly;
* FAEC is kept informed of issues reported to Academic Administration, and of issues related to any curricular or operational aspects passed by Faculty Assembly.

Vice Provost (or other Provost-appointed representative):

The Vice Provost will:

* Support GECCo’s work;
* Serve as liaison between GECCo and the Academic Administration;
* Communicate resources needed by GECCo;
* Coordinate with Deans to resolve any issues related to courses housed in each schools;
* Recommend exceptions, as necessary, to requirements of the General Education program.

1. *Note: the three numbered items here are taken directly from the original (2009) charge; the difference being that we have fleshed out what these items entail (the lettered items).* [↑](#footnote-ref-1)