

GENERAL EDUCATION LEADERSHIP TEAM

Purpose

The GENERAL EDUCATION LEADERSHIP TEAM will provide the administrative structure for the General Education Program at Chattanooga State.

Duties and Responsibilities

Objectives

- Serve as the quality control agent for all general education classes by recommending systematic initiatives to identify and examine benchmarks and key quality indicators for the general education core.
- Serve as the central location for the collection and maintenance of data.
- Support the development of assessment strategies for competencies and outcomes for General Education courses. Manage the information related to this initiative.
- Determine how to best gather, organize, and report information and data collected from Teaching and Learning goals developed by faculty as they relate to general education courses.
- Assist the Associate Vice President of Academic Affairs with the program assessment of general education by documenting outcomes.

Reports/Recipients

Copies of the methodology for gathering, organizing, and reporting data related to the assessment of General Education courses and for determining student outcomes in these courses will be sent to the Faculty Council, the Vice President of Academic Affairs, the President of the College, and the statewide General Education Committee.

The GENERAL EDUCATION MANAGEMENT TEAM will collect and maintain data as it relates to competencies and outcomes of General Education courses and periodically compile lists of the types of data available. These lists will be disseminated to the Faculty Senate, the Vice President of Academic Affairs, and the President.

The chair of the committee will direct the program review of General Education by way of the academic audit. The committee will be accountable to following through on the recommendations made in the academic audit process.

Copies of committee minutes will be sent to the Vice President of Academic Affairs, the Faculty Senate Secretary, and the President via e-mail.

Pursuance

The committee chair and/or secretary will follow-up with the Vice President of Academic Affairs and the Faculty Council and report as needed to the committee, the College President, and/or the statewide General Education Committee.

Structure

Membership

- The Assistant Vice President of Academic Affairs, who will serve as the chair of the committee.
- The chair and one committee member from the Teaching and Learning Academy.
- The chair and one committee member from the PORT Committee.
- The chair of the General Education Committee.
- The President of the Faculty Senate.

Term of Membership

All chairs will serve as long as they hold that position. Committee members from the Teaching and Learning Academy and the PORT Committee will hold terms of no more than three years. As their membership expires the chairs of these committees will select members to replace them.

Frequency of Meetings

The committee will meet at least once each semester.

Subcommittees

Additional subcommittees may be called and organized as needed.