

Longwood University Faculty Senate

PROPOSAL/POLICY COVER SHEET

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

COMMITTEE: Academic Core Curriculum Committee (ACCC)

TOPIC: FPPM replacement of Section VI: Governance, S. Committee on General Education with new description for VI, S. Committee on Core Curriculum

BACKGROUND: ACCC was appointed by Faculty Senate in Fall 2013. ACCC was charged with “analyzing our current General Education structure, researching best practices in general education, and developing an innovative proposal to revise our General Education curriculum to reflect the mission of Longwood and serve the best interests of future students.” The committee has studied Longwood’s current general education program (including its history and assessment), the current research on general education, and various universities’ general education programs. Throughout the past three years, the committee has sought faculty, staff, student, and administration input to help inform decisions and design of the program.

SUMMARY OF NEW POLICY: Change the FPPM in Section VI – GOVERNANCE by replacing Part S: Committee on General Education with a new Part S: Committee on Core Curriculum. The size of the committee membership is changed so that members represent the different components of the Core Curriculum. These members will be charged with coordination and implementation of the new program, as well as the regular assessment of and revision to the program, if necessary.

RATIONALE FOR THE POLICY: The Core Curriculum is an integrative program that requires much more robust coordination of courses and incorporates SCHEV competencies for assessment. It will require a different structure and more robust responsibilities than the current General Education Committee.

Date submitted to Faculty Senate Executive Committee for Consideration: September 1, 2016
Action(s) Taken:

Date first read at Faculty Senate: _____
Action(s) Taken:

Date final action taken by Faculty Senate: _____
Final action(s) Taken:

Coversheet created 4/2011

DELETION of S. COMMITTEE ON GENERAL EDUCATION

1. Purpose and Duties: The General Education Committee is responsible for monitoring, overseeing, and synthesizing information about the success of the Longwood University General Education program in conveying content knowledge to, and developing the cognitive abilities of, Longwood University students and graduates. Where these are found wanting they are also charged with recommending changes. The committee, in conjunction with the General Education Director, will consolidate and evaluate information about the performance of the General Education program's curricular and co-curricular elements with the aid of appropriate administrative offices (e.g., Assessment, Longwood Seminar, Student Affairs). The Committee will issue biennial reports on the state of General Education and will, when necessary, make specific recommendations for change to the Educational Policy Committee for curricular action or to appropriate parties for changes in co-curricular elements.

2. Specific Responsibilities of the Committee (including, but not limited to)

- a. Coordinate co-curricular activities for Goal 13, including speakers, designed to enhance the common experience
- b. Coordinate and participate in the design of General Education assessment efforts
- c. Review assessment results for General Education (e.g., goals, courses)
- d. Recommend changes in the General Education Curriculum
- e. Review co-curricular general education activities' assessment
- f. Develop and update an ongoing plan for faculty development in General Education
- g. Review organizational and extra-organizational efforts to communicate general education to constituencies (e.g., registrar's and admissions office communications)
- h. Encourage the teaching and learning of written and oral communication skills throughout the University, and consider and evaluate different policies designed to improve competence in written and oral communication. Make information regarding such policies available to faculty and students.
- i. Oversee and recommend changes in the OVERALL General Education process
- j. Submit biennially a report citing any issues and making recommendations for General Education in the area of
 - (1) Curriculum
 - (2) Co-curricular activities
 - (3) Assessment of General Education both Substantive and Structural
 - (4) Faculty development for General Education
 - (5) Student awareness of General Education program and purpose

3. Membership: The committee will be a standing committee of the Faculty Senate. In addition to the General Education Director, who chairs the committee and serves as a voting member, its membership will comprise four members of the full-time faculty, 195 nominated by the Faculty Senate Executive Committee and approved by the Faculty Senate. Two faculty will be from the

Cook-Cole College of Arts and Sciences, and one each from the College of Education and Human Services and the College of Business and Economics. Faculty members will serve 3-year terms and the terms of service will be staggered. Members may be reappointed. Reduction in load for committee members should be requested by the committee on an “as needed” basis to carry out intensive projects.

Non-voting ex-officio members of the Committee shall be

- a. The Dean of Students
- b. The Director of Assessment and Institutional Research
- c. The Director of Longwood Seminar
- d. The Provost and Vice President for Academic Affairs (PVPAA) or designee
- e. Chair of the Faculty Senate or designee

4. **Tenure Restrictions:** None.

5. **Departmental Restrictions:** No more than 1 from each department.

6. **College Restrictions:** One member from the College of Education and Human Services, one member from the College of Business and Economics, two members from the Cook-Cole College of Arts and Sciences.

7. **Other Restrictions:** None.

8. **Term of Office:** The term of office on this committee shall be for three years, but individuals may serve additional terms.

9. **Method of Selection:** Nominated by the Faculty Senate Executive Committee and approved by the Faculty Senate. The PVPAA will appoint a member of the full-time faculty to serve as General Education Director and to chair the General Education Committee. The Director will receive a reduction of teaching load equivalent to 1/2 of the “normal” teaching load in the school of the faculty member’s appointment (e.g., a 2 course or 6 hour reduction per semester for the current standard load of 12 hours and 4 courses).

10. **Chair:** Director of General Education.

11. **Reporting Route:** To the Faculty Senate.

REPLACEMENT: S. COMMITTEE ON CORE CURRICULUM

1. **Purpose and Duties:** The Core Curriculum Committee is responsible for coordinating, overseeing, assessing, and reporting about the Longwood University Core Curriculum program in conveying content knowledge to, and developing the cognitive abilities of, Longwood University students and graduates. The committee, led by the Director of the Core Curriculum, will consolidate and evaluate information about the performance of the Core Curriculum program's curricular and co-curricular elements with the aid of appropriate administrative offices (e.g., OAIR, Writing Center). The Committee will evaluate the Core Curriculum on a rotating three-year cycle and will, when necessary, make specific recommendations for change to the Educational Policy Committee for curricular action or to appropriate parties for changes in co-curricular elements.

2. Specific Responsibilities of the Committee (including, but not limited to)

- a. Oversee and recommend changes in the Core Curriculum program and process
- b. Consult with each academic program to confirm their Pillar category selection on a regular basis.
- c. Coordinate the design of Core Curriculum three-year rotation assessment
- d. Evaluate assessment data for Core Curriculum (e.g., goals, courses)
- e. Develop and update an ongoing plan for faculty development in Core Curriculum
- f. Coordinate co-curricular activities for the Inquiry into Citizenship and Symposium on the Common Good courses, including speakers, designed to enhance the common experience
- g. As needed, make recommendations for Core Curriculum in the areas of
 - (1) Curriculum
 - (2) Faculty development for Core Curriculum
 - (3) Assessment of Core Curriculum both substantive and structural
 - (a) If a topic of CTZN 110 is found unsatisfactory following a review, the section may be placed on a three-year probationary period. If substantial progress is not made after the probationary period, the Core Curriculum Committee may recommend to Educational Policy Committee the removal of course topic of CTZN 110.
 - (b) If a course is found unsatisfactory following a review, the course may be placed on a three-year probationary period. If substantial progress is not made after the probationary period, the Core Curriculum Committee may recommend to the appropriate College Curriculum Committee the removal of courses from the list of approved Core Curriculum courses.
 - (4) Student awareness of Core Curriculum program and purpose
 - (5) Co-curricular activities
- h. Oversee all aspects of the phase out of the General Education Program.

3. **Membership:** The committee will be a standing committee of the Faculty Senate. The committee will consist of four voting directors and coordinators, nine additional voting members, and six non-voting ex-officio members.

- a. The Director of Core Curriculum oversees the development and implementation of the Longwood University Core Curriculum and chairs the Core Curriculum Committee. The Director is appointed by the PVPAA and receives half time release (generally two courses) each semester in addition to compensation for additional responsibilities and summer work (comparable to department chairs). The term of the appointment is three years and is subject to review annually by the PVPAA. The Director may be re-appointed at the discretion of the PVPAA.
- b. The CTZN 110/Inquiry into Citizenship Course Coordinator oversees and coordinates the development and teaching of the first-year CTZN 110 course. The Coordinator is appointed by the PVPAA in consultation with the Core Curriculum Director, receives quarter time release (generally one course) each semester, compensation for summer work (comparable to program coordinators), and reports to the Core Curriculum Director. The term of the appointment is three years and is subject to review annually by the Director of the Core Curriculum and the PVPAA. The coordinator may be re-appointed at the discretion of the PVPAA.
- c. The CTZN 410/Symposium Course Coordinator oversees the development and teaching of the Symposium course (CTZN 410). The Coordinator is appointed by the PVPAA in consultation with Core Curriculum Director, receives three-eighths time release (generally three courses) each year, compensation for summer work (comparable to program coordinators), and reports to the Core Curriculum Director. The term of the appointment is three years and is subject to review annually by the Director of the Core Curriculum and the PVPAA. The coordinator may be re-appointed at the discretion of the PVPAA.
- d. The Writing and Rhetoric Coordinator oversees and coordinates the development and teaching of the first-year Writing and Rhetoric course. The Coordinator is a disciplinary expert appointed by the PVPAA in consultation with the chair of the Department of English and Modern Languages, receives quarter time release (generally one course) each semester, compensation for summer work (comparable to program coordinators), and reports to the Core Curriculum Director. The term of the appointment is three years and is subject to review annually by the Director of the Core Curriculum and the PVPAA. The coordinator may be re-appointed at the discretion of the PVPAA.

Each of the additional voting members will represent one category of the Core Curriculum and/or a SCHEV competency:

- a. Aesthetic Expression
- b. Critical Thinking
- c. Global Citizenship

- d. Historical and Contemporary Insights
- e. Human Behavior and Social Institutions
- f. Information Literacy
- g. Oral Communication
- h. Quantitative Reasoning
- i. Scientific Reasoning

Non-voting ex-officio members of the Committee shall be

- a. Chair of the Faculty Senate or designee
- b. The Provost and Vice President for Academic Affairs (PVPAA) or designee
- c. The Director of Assessment and Institutional Research or designee
- d. The Director of CAFÉ or designee
- e. The Director of First Year Experience or designee

4. **Tenure Restrictions:**

- a. The Director of Core Curriculum and the three Course Coordinators must be tenured.
- b. Nine additional voting members have no tenure restrictions.

5. **Departmental Restrictions:** No more than 2 from each department.

6. **College Restrictions:** When possible, at least one member from each of the following colleges: College of Education and Human Services, the College of Business and Economics, and the Cook-Cole College of Arts and Sciences.

7. **Other Restrictions:** None.

8. **Term of Office:** The term of office on this committee, including director and coordinators, shall be for three years, but individuals may serve additional terms.

9. **Method of Selection:**

- a. The director will be appointed by the PVPAA, in consultation with the Academic Chairs Council. The three coordinators will be appointed by the PVPAA, in consultation with the Director of Core Curriculum and the Academic Chairs Council. The director and the coordinators can be reappointed at the discretion of the PVPAA.
- b. Each of the nine additional voting members will be nominated by the Faculty Senate Executive Committee.

10. **Chair:** Director of the Core Curriculum

11. **Reporting Route:** To the Faculty Senate and PVPAA