

University Policy and Procedure Change Form

Please complete this form to submit new policies and procedures or revisions to existing ones for official publication in the NSU *Policy and Procedure Manual*. Forward the completed form to Renee Hicks, Executive Director of Planning and Institutional Effectiveness and SACSCOC Liaison via email: renee.hicks@nicholls.edu

<input type="checkbox"/> New or <input checked="" type="checkbox"/> Revised	Section Number/Title:
Effective date:	11/5/14
Office of origin:	Faculty Senate
Key contact person:	Brigett Scott
Approved by:	Faculty Senate
Name and location of related documents (forms, guidelines, samples, etc.): <i>Provide electronic attachments when possible</i>	P&P Manual Chapter 1 1.14.2.4
Policy/procedure applies to (check all that apply):	<input checked="" type="checkbox"/> Faculty members <input type="checkbox"/> Civil service employees <input type="checkbox"/> Professional/administrative staff <input type="checkbox"/> Students <input type="checkbox"/> All of the above
Addition/Revision to P&P Manual (date, Section, made by)	Date: Section: 1.14.2.4 Made by:

REASON FOR CHANGE

GEAC Committee chair currently not elected by committee which does not follow the P&P Manual 1.14.1.2

University Policy: 1.14.2.4

Procedure(s):

PROPOSED CHANGE: Delete the Coordinator of General Education Assessment as Chair of the GEAC Committee

FROM: 1.14.2.4. General Education Assessment Committee

Purpose: Review and assess the General Education program as part of the University's ongoing institutional assessment process, with specific emphasis on meeting BOR and SACS requirements.

Reports to: Vice President for Academic Affairs through the Faculty Senate

Membership (18):

- One faculty member from each of the General Education foundation areas—English, Mathematics, Natural Sciences, Humanities, Fine Arts, and Social Sciences —to be appointed by the Provost/Vice-President for Academic Affairs.
- One faculty member from each academic college (other than Arts and Sciences), one faculty from biological sciences and one faculty from social sciences, and from the library elected through the regular committee election procedures of the University Governance Document.
- Chair, Courses & Curricula (Permanent) (ex officio nonvoting)
- Chief Articulation Officer (ex officio nonvoting)
- Director of Assessment and Institutional Research (ex officio)
- SACS Coordinator (ex officio nonvoting)
- Two students appointed by SGA

Duties/Procedures

- Convened by the coordinator once a semester and otherwise as needed.
- Review Board of Regents and SACS general education requirements and study current trends in general education assessment.
- Articulate and clarify the philosophy, requirements, and learning outcomes of general education at Nicholls to ensure that the University meets external mandates for general education and ongoing institutional assessment.
- Review and assess the general education program periodically and, based on assessment results, make appropriate recommendations for change.
- Evaluate assessment tools and procedures to determine best practices for reflecting and improving learning outcomes.
- Promote campus-wide awareness of general education requirements and

Submit an annual report in the spring semester to the SACS Coordinator, the Faculty Senate, and the Vice-President for Academic Affairs.

TO:

1.14.2.4. General Education Assessment Committee

Purpose: Review and assess the General Education program as part of the University's ongoing institutional assessment process, with specific emphasis on meeting BOR and SACS requirements.

Reports to: Vice President for Academic Affairs through the Faculty Senate

Membership (19):

- One faculty member from each of the General Education foundation areas—English, Mathematics, Natural Sciences, Humanities, Fine Arts, and Social Sciences —to be appointed by the Provost/Vice-President for Academic Affairs.
- One faculty member from each of the following Colleges: Nursing and Allied Health, Business Administration, Education. One faculty member from Physical Sciences, Economics/Psychology and from the library elected through the regular committee election procedures of the University Governance Document.

- Chair, Courses & Curricula (Permanent) (ex officio nonvoting)
- Chief Articulation Officer (ex officio nonvoting)
- Director of Assessment and Institutional Research (ex officio)
- SACS Coordinator (ex officio nonvoting)
- Two students appointed by SGA
- General Education Assessment Coordinator (ex officio nonvoting)

Duties/Procedures

- Convened by the chair once a semester and otherwise as needed.
- Review Board of Regents and SACS general education requirements and study current trends in general education assessment.
- Articulate and clarify the philosophy, requirements, and learning outcomes of general education at Nicholls to ensure that the University meets external mandates for general education and ongoing institutional assessment.
- Review and assess the general education program periodically and, based on assessment results, make appropriate recommendations for change.
- Evaluate assessment tools and procedures to determine best practices for reflecting and improving learning outcomes.
- Promote campus-wide awareness of general education requirements and

Submit a report in the fall and spring semester to the SACS Coordinator, the Faculty Senate for approval, and the Vice-President for Academic Affairs.