

CPTC Procedure: Faculty Participation in Curriculum Review

Coastal Pines Technical College's (CPTC) Vice President for Academic Affairs (VPAA) oversees instructional programs and curricula. CPTC's faculty ensures that program curricula retain appropriate content, quality, integrity, and effectiveness. The faculty contributes to the development and revision of program curricula through participation in Technical College System of Georgia (TCSG) Instructional Faculty Consortium Committees (IFCC). IFCCs are statewide committees that generally meet a minimum of twice a year to ensure that program curricula are current with industry standards.

In addition, faculty members actively participate in CPTC'S Program Advisory Committees and the Faculty Senate. Program faculty members are required to coordinate and participate in a minimum of two program advisory committee meetings annually. Program curricula are reviewed during committee meetings and advisory committee members provide feedback concerning improvement of program curricula. Faculty then analyze advisory committee recommendations and propose institutional program curriculum and course changes to the Cabinet and College Council. The recommendations are then forwarded to the chair of the program's IFCC. These curriculum and course changes may affect course competencies, program entrance assessments, to prerequisite course requirements, embedded technical certificate of credits curricula, and program elective course offerings.

Faculty are responsible for developing and evaluating student-learning outcomes and assessing program outcomes. Faculty evaluation and assessment of student learning and program outcomes could may result in implementing curriculum changes proposed by the faculty. Evaluations and assessments of these outcomes include a continuous improvement process, which may require outcome revisions or development of new outcomes.

Responsibility

The Vice President for Academic Affairs has the overall responsibility of ensuring this procedure is implemented

Adopted: May 8, 2014

Reviewed: June 29, 2021