

Interdisciplinary Core Curriculum Coordinator

Updated 1/11/2011, 8/17/2015

The Interdisciplinary Core Curriculum Coordinator is a faculty member who facilitates, monitors, and directs the Core Curriculum in collaboration with the academic departments. The Interdisciplinary Core Curriculum Coordinator is appointed by the Provost for a three year term, and may be renewed.

The Provost annually evaluates the performance of the Coordinator with input from those who collaborate with her/him.

Responsibilities of the Interdisciplinary Core Curriculum Coordinator:

- Serve as an advocate and champion among the faculty for the interdisciplinary Core Curriculum.
- Develop the schedule of CORE and IDS courses to provide adequate options for students in the day, evening, and weekend timeframes in collaboration with other Department Chairs.
- Negotiate the faculty staffing for the CORE and IDS courses in collaboration with the school deans and Department Chairpersons.
- Collaborate with the Department Chairpersons and CCEP on curricular issues to ensure the integrity of the interdisciplinary Core Curriculum.
- Assist the Academic Assessment Committee, Academic Assessment Coordinator, and faculty with the ongoing evaluation of the Core Curriculum.
- Convene the Interdisciplinary Core Advisory Board.
- Manage the budget and grant funds supporting the Core Curriculum.
- Collaborate with the Faculty Development Committee in providing ongoing educational opportunities for faculty related to the Core Curriculum.
- Collaborate with faculty, School Deans, Department Chairpersons and the Provost to resolve any student issues arising from interdisciplinary Core Curriculum courses.
- Participate in orientation activities for new faculty and students related to the interdisciplinary Core Curriculum.
- Collaborate with the University grants writer and faculty to seek external funds to support initiatives associated with the Core Curriculum.
- Encourage and support faculty scholarship related to the interdisciplinary Core Curriculum.
- Convene the monthly CORE/IDS faculty meeting.
- Serves as a member of CCEP.