



KETTERING COLLEGE COMMITTEE CHARTER

Institutional Outcomes & Core Curriculum

Purpose:	Assure strong and effective core curricula for the college’s undergraduate degrees aligned with and supportive to the College Institutional Outcomes.	
Status:	Permanent	
Membership:	The Institutional Outcomes and Core Curriculum Committee membership consists of a minimum of five (5) faculty including at least one individual from the following areas with an understanding of a commitment to curricular matters: Humanities <ul style="list-style-type: none"> • Science and Mathematics • Nursing • Health Professions • Academic Dean (ex officio) 	
Appointment:	Nomination and election process administered by the Collegiate Life Committee.	
Term:		
Chair:	Select a chair and secretary from its membership each academic year. The Chair is an ex officio member of the Assessment and Accreditation Committee.	
Meeting Frequency:	The committee will meet at least once a month during the fall and winter semesters. Additional meetings will be scheduled as needed.	
Minutes:	Distributed to the membership by the chair. The committee member responsible for taking minutes will share a copy of the minutes on the S:Drive in pdf format.	
Input From:	Assessment and Accreditation Committee	
Reports To:	Executive Council, College Council, and Dean for Institutional Effectiveness	
Committee Objective:	To Act:	Report to:
	<ol style="list-style-type: none"> 1. Develop assessment process for all core curriculum outcomes. 2. Review and propose appropriate changes in the College’s degree core curriculum outcomes. 3. Review and maintain minimum standards for course syllabi content. 4. Coordinate curricular issues that transcend degrees, majors, and departments. 5. Review and propose appropriate changes to the institutional outcomes. 	<p>College Council</p> <p>College Council/Academic Dean</p> <p>College Council</p>
	To Recommend:	Recommend to:
	<ol style="list-style-type: none"> 1. Coordinate assessment of institutional changes with the Assessment and Accreditation Committee. 	Assessment and Accreditation Committee
Committee Procedures:	<ol style="list-style-type: none"> 1. Communicate all new proposals to College Council. 2. Provide periodic updates on ongoing projects to College Council. 	

	<ol style="list-style-type: none"> 3. Coordinate with individuals or groups that the College Council identifies as stakeholders in a given proposal, and with other individuals who indicate an interest in working on the proposal. 4. Provide advice, either as a whole or through appointment of a committee member, to workgroups dealing with issues that may affect or be affected by the committee. 5. Strive to reach consensus among its members and all stakeholders involved in a given proposal before making a final decision. 6. Notify the College Council of decisions made by the committee so that they may be communicated to the rest of the College. 7. Incorporate feedback received as a result of the College Council’s college-wide communications into proposals and continue to work toward consensus until a satisfactory result is achieved. 8. Review charter annually. Give an annual report of its goals and accomplishments to the General Assembly.
Last Reviewed:	5-21
Last Revised:	5-21
Approved By:	
Effective Date:	