GE Pathway Coordinator Job Description

On February 24th, 2011 the Academic Senate will elect the inaugural Pathway Coordinators for the new GE program. Nomination forms are due February 16th. The initial term will be for two years. Though the term officially begins in Fall 2011, the Coordinator will play an important leadership role in the application process in Spring 2011. The faculty teaching in a particular Pathway will comprise the electorate for subsequent elections, which will be for terms of two years. The duties of a Pathway Coordinator are as follows:

- Maintain and demonstrate the intellectual coherence and breadth of the Pathway and report on this and student learning annually to the GE Curriculum Advisory Board.
- Serve as a member of the GE Curriculum Advisory Board.
- Provide advising and feedback to students pursuing a Pathway minor.
- Coordinate periodic and ongoing assessment of the Pathway.
- Coordinate the addition and/or removal of Pathway courses as necessary.
- Communicate with departments to ensure all courses in the Pathway are offered every semester.
- Coordinate any course substitutions.
- Respond to requests for information on the Pathway from the Provost’s office.

Pathway Coordinators will receive .2 assigned time per year from the Provost’s office for these duties beginning in Fall 2011.