

General Education Coordinator

The General Education Committee is a chartered committee of the Academic Senate. This committee is responsible to the Senate for proposing, executing, and maintaining a general educational experience for YSU's students. The chair of this committee is appointed by the Senate Chair in consultation with the Office of Academic Affairs.

The position of General Education Coordinator entails four major roles: 1) serving as chair of the General Education Committee, 2) coordinating general education assessment activities, 3) acting as a liaison between faculty and administration on matters pertaining to student credit transfer involving general education courses, and 4) evaluating and making decisions concerning requests for substitutions or waivers of general education program requirements. The coordinator position is a 12-month appointment and reports to the Associate Provost for Academic Programs and Planning as well as provides regular updates to the Academic Senate. Remuneration, in terms of re-assigned time and/or stipend, is subject to negotiation with the Office of Academic Affairs.

As the chair of the General Education Committee, the coordinator has the following responsibilities:

1. Schedule and run General Education Committee meetings
2. Maintain and update documentation for the General Education Program
3. Provide guidance for faculty seeking general education approval for courses
4. Coordinate with constituents across the university (including faculty, chairs, Office of the Registrar, Academic Affairs, and Student Success) about changes or potential changes to the General Education Program
5. Serve as ex-officio on the University Academic Programs Committee
6. Serve on the Curriculum Services Team
7. Provide updates to Academic Senate
8. Serve as a resource for faculty about best practices in general education

In coordinating general education assessment, the coordinator has the following responsibilities:

1. Coordinate the Repository of Assessment Documents (ROAD)
2. Periodically analyze ROAD data and present results to Academic Senate
3. Work with the Office of Assessment to develop and implement a plan to assess General Education core competencies and domains

In serving as a liaison concerning general education credit transfer, the coordinator has the following responsibilities:

1. Provide guidance on the Ohio Transfer 36 (OT36) for faculty and administration
2. Provide guidance on other Ohio transfer initiatives, such as Ohio Guaranteed Transfer Pathways (OGTP) for faculty and administration as those initiatives pertain to general education

Call for General Education Coordinator (April 4, 2022)

3. Evaluate the general education portion of any new transfer articulation agreements
4. Regularly monitor the Ohio legislature's higher education committees for pending changes to transfer initiatives

As the evaluator of requests for general education requirements, the coordinator has the following responsibilities:

1. Evaluate requests from advisors, program coordinators, and chairs by examining a student's transcript and degree audit
2. Communicate expectations and policy changes to advisors, program coordinators, and chairs

Individuals interested in applying for this position should contact Dr. Kevin Ball (keball@ysu.edu) and Dr. Chet Cooper (crcooper01@ysu.edu) no later than 5:00 PM on Monday, April 18th. Questions regarding this position can also be directed to either Dr. Ball or Dr. Cooper