

THE UNIVERSITY OF NORTH CAROLINA AT ASHEVILLE  
FACULTY SENATE

Senate Document Number 0217F  
Date of Senate Approval 11/09/17

---

Statement of Faculty Senate Action:

**FWDC 1: Selection of Curriculum Coordinators**  
**Faculty Handbook Sections 10.5.14 and 10.5.15**

**Effective date:** Immediately

**Summary:** This document creates a permanent process for selecting two coordinators (Diversity Intensive and First-year Colloquium) to replace the process established in [SD8614S](#), which identified transitional oversight for LAC, and makes these positions individual faculty service appointments in the Faculty Handbook.

**Rationale:** We lack clarity and consistency about the process of appointment and reappointment as the initial terms for these positions, defined in [SD8614S](#), are expiring in some cases. To ensure that all interested parties have an opportunity to apply, the positions will be selected by FWDC through an application process in consultation with the Provost. The descriptions of the duties of these positions is identical to that defined when they were created in [SD8614S](#).

**Implementation:** Current occupants of these positions will finish their terms (Diversity Intensive Coordinator through Fall 2017, First-Year Colloquium Coordinator through Spring 2018).

**Insert:**

### **10.5.14 Diversity Intensive Coordinator**

Duties:

The Diversity Intensive Coordinator will approve proposed DI courses according to DI learning outcomes and review student petitions for course substitutions for the DI requirement. The coordinator collects syllabi and information on courses proposed as Diversity Intensive; communicates expectations; and encourages best practices in Diversity courses across the disciplines. The Diversity Intensive coordinator works with department chairs and program directors to see that a sufficient number of DI sections are offered. The Diversity Intensive coordinator will also collaborate with IREP and CTL on faculty development (e.g., assignment exchanges, best practices in pedagogy) to facilitate discussions about student learning in DI courses.

It is important to recognize the difficulty of teaching DI courses. Therefore, in addition to approving DI courses the Diversity Intensive Coordinator will be a resource for teachers who guide students through difficult subject matter and often meet many forms of resistance.

Appointment: The FWDC chair will put out a call for applicants in the semester prior to an expected vacancy. Faculty interested in the position will send materials to the FWDC chair, and the coordinator will be selected by FWDC in consultation with the Provost.

Term of Appointment: Three years, renewable

### **10.5.15 First-Year Colloquium Coordinator**

Duties:

The First-Year Colloquium Coordinator assists faculty in developing First-Year Colloquia by collecting and making available information on the rationale and best practices of FYCs across disciplines, recruiting and training faculty to teach in the program, communicating university expectations, and assisting faculty in assessment of the FYCs. The First-Year Colloquium coordinator will also work with Advising to assist with matters of student retention and success, and with department chairs and program directors to see that a sufficient number of colloquia are offered. Finally, the First-Year Colloquium coordinator will collaborate with IREP and CTL on faculty development (e.g., assignment exchanges, best practices in pedagogy) to facilitate discussions about student learning in FYCs.

Appointment: The FWDC chair will put out a call for applicants in the semester prior to an expected vacancy. Faculty interested in the position will send materials to the FWDC chair, and the coordinator will be selected by FWDC in consultation with the Provost.

Term of Appointment: Three years, renewable