

- 3.4.11** For each major in a degree program, the institution assigns responsibility for program coordination, as well as for curriculum development and review, to persons academically qualified in the field. In those degree programs for which the institution does not identify a major, this requirement applies to a curricular area or concentration. **(Academic program coordination)**

### Judgment of Compliance

Compliance

### Narrative

At Albany State University, all degree programs and concentrations have an assigned coordinator who is responsible for all program and curriculum changes. The coordinators are all qualified in their respective academic fields and possess terminal degrees. The coordinators are responsible for convening committees for scheduled program reviews as mandated by the University System of Georgia's Board of Regents and also for initiating any curriculum changes in any program. The model that is used is exemplified in the department of Natural Sciences where there are degree programs in Biology, Chemistry, Science Education and a pre Engineering Program. The coordinator of the Biology Program is Dr. JoAnn McCrary who holds a PhD in Biology; the coordinator of the Chemistry Program is Dr. Louise Wrensford who holds a PhD in Chemistry; the coordinator of the Science Education Program is Dr. Babatunde Abayomi who holds a doctorate in science education; the coordinator of the pre-Engineering Program is Dr. Atin Sinha who holds a doctorate in engineering and is a licensed engineer. These coordinators are responsible for leading the review process of their respective programs by convening meetings of the respective academic area faculty [\[1\]](#). They are also responsible for bringing any curriculum changes from their respective areas to the whole department for approval. Once the changes have been approved by the overall department, the coordinators are responsible for shepherding the approved changes through the Curriculum and New Programs Committees of the College, the Curriculum and New Programs Committee of the University and finally through the university's Faculty Senate. As the changes are approved by the various committees, the coordinators are also responsible for any modifications that either committee recommends.

The program coordinators work in conjunction with their respective department chairs. The Department chairs report to the respective deans who in turn communicate with the Vice President for Academic Affairs. All curriculum changes must adhere to the process delineated in Comprehensive Standard 3.4.1. All new programs require Board of Regents approval.

All majors in a degree program fall under the direction of the Vice President for Academic Affairs. The academic unit is divided into colleges, and departments. Each College is governed by a Dean and each department is governed by a chair. Each degree awarded at the University will fall under the direction of a chair. In some cases, a full time faculty member within the department may be assigned as a coordinator for the purpose of assisting the chair.

The University hires qualified faculty that hold a minimum academic degree at the Master's level. This requirement is consistent with the expectations of the BOR, SACS, and all applicable certification agencies.

All curriculum development and program coordination are governed by the Academic unit of the University which engages the VP for Academic Affairs, Deans, and Chairs. Changes to the curriculum or program are governed as indicated in Comprehensive Standard 3.4.1.

### **Supporting Documentation**

- [1] [Program Review, Management Program Summary](#)