MEMORANDUM

TO: Collegiate Deans, Associate Deans, Department Chairs, University Faculty, Office of the Provost
FROM: John D. Griffin, Associate Provost and Dean of Undergraduate Studies
DATE: February 28, 2018

ANNOUNCEMENT

To ensure continued faculty ownership of general education, a General Education Committee has been approved by Faculty Senate.

The General Education Committee will be in 2018-2019 Faculty Manual, under Council on Undergraduate Studies.

The Committee on Committees has approved an ad hoc General Education Committee to bridge the gap prior to fall 2018 and so that spring elections can be held.¹

SPRING 2018 ACTION STEP FOR COLLEGES AND LIBRARIES

The faculty from each College and the Libraries are asked to conduct elections to establish the General Education Committee membership according to the terms approved by the Faculty Senate.

<table>
<thead>
<tr>
<th>Seat Type</th>
<th>Quantity</th>
<th>Term Length</th>
<th>Date of Term Initiation</th>
<th>Seat Filling Mechanism</th>
<th>Voting or Non-Voting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Faculty from each college (not including the Libraries)</td>
<td>1</td>
<td>Staggered 3 years</td>
<td>5/18</td>
<td>Elected by College faculty</td>
<td>Voting</td>
</tr>
<tr>
<td>Regular Faculty or Senior Lecturer from each college including the Libraries</td>
<td>1</td>
<td>Staggered 3 years</td>
<td>5/18</td>
<td>Elected by College faculty</td>
<td>Voting</td>
</tr>
</tbody>
</table>

For the inaugural leadership of the committee,

- Colleges are asked to have one elected member commit to a 2-year term and the other to a 3-year term
- Libraries are asked to have the elected member commit to a 2-year term or a 3-year term

ADDITIONAL INFORMATION

The inaugural members of the General Education Committee will be providing valuable leadership in establishing plans related to general education. It is anticipated that members will do much of the work in subcommittees and will be asked to provide input (via email, likely <2 hours per month) during the summer term.

To account for the anticipated extra duties of establishing leadership and vision for general education, these inaugural members are eligible for a one-time $5,000 professional development payment in AY18-19 or 19-20, the timing of which is to be negotiated with the Department Chair.

¹ Standing responsibilities of the Committee can be found on the Shared Governance Website: https://www.clemson.edu/faculty-staff/faculty-senate/shared-governance/General%20Education%20ad%20hoc%20Committee.html