

## **The Belk College Graduate Council (BCGC) Roles and Responsibilities**

### **Roles and Responsibilities**

The Belk College Graduate Committee for Assurance of Learning and Curriculum (GCALC) was created on September 11, 2009 by a vote of the Belk College faculty to provide faculty oversight of the Belk College's graduate curriculum and Assurance of Learning process. The Belk College faculty voted on April 15, 2011 to rename this committee the Belk College Graduate Council (BCGC.)

### *Curriculum*

Curriculum is the responsibility of the faculty. The role of BCGC with respect to graduate curriculum is to represent the Belk College faculty by providing faculty oversight for graduate curriculum and programs. Specific responsibilities with respect to graduate curriculum include:

- Develop a procedure for periodically evaluating the curriculum, structure, pedagogy and delivery of each graduate program and regularly evaluate each graduate program. Report the results of the evaluation and recommendations regarding the expansion, modification, contraction or deletion of graduate programs to the Associate Dean for Graduate Programs and the faculty.
- Review and make decisions about the approval of new graduate programs and long and short-form course and curriculum proposals.

### *Program Review*

Assurance of Learning (AoL) is a faculty driven process. While primary responsibility for Assurance of Learning lies with the graduate program committees, BCGC serves to provide faculty oversight and policy recommendations related to AoL for graduate programs within the Belk College as well as interdisciplinary graduate programs that fall within the Belk College's AACSB and SACS accreditation. Specific responsibilities of BCGC include:

- Review of new program proposals to ensure that the Student Learning Goals are consistent with the Belk College Mission Statement, Vision Statement, and Strategic plan.
- Annual selection of one or two graduate programs for review to ensure continued alignment with the Belk College Mission Statement, Vision Statement, and Strategic plan, and to ensure that assessment of the learning goals is taking place and is resulting in continuous program improvement.
- Annual consideration of a major theme or area to be evaluated for appropriateness for inclusion in some or all graduate programs and for evaluation as to its current level of inclusion in Belk College graduate programs.

### **Reporting**

BCGC reports directly to the faculty for discussion, voting and implementation.

### **Constitution of the Committee and Voting**

Each department in the College elects one BCGC member for a two-year term before September 15. To provide staggered terms, the departments of Accounting, Business Information Systems and Operations Management, and Management elect members in even years. The departments of Economics, Finance and Marketing elect members in odd year. The BCGC Chair is elected by the committee members. The Associate Dean for Graduate Programs (ADGP) serves as ex-officio member and votes only in the case of a tie.