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06-20-05 (AC)		06-20-05

1. Purpose:

The purpose of this section is to describe the faculty's responsibility and authority in college academic and governance matters.

2. Procedure:

It is the intent of Wayne Community College for the faculty to be active participants with the administration in establishing and implementing policies and procedures relating to the College's academic affairs. These academic affairs include, but are not limited to, policies and procedures on admissions, placement, grading, attendance, graduation requirements, dismissals, suspensions and readmissions, curriculum development/revision, and academic program funding.

Such participation will normally occur through either standing or ad hoc committees appointed by the administration for the purpose of reviewing certain academic policies or procedures and recommending changes to the administration. In specific, the Faculty Affairs Committee of the College Council and the WCC Planning Council provide an opportunity for faculty to exercise their responsibility and duty to participate in the establishment of policies and procedures of the various academic affairs of the College. The Faculty Affairs Committee of the College Council, through recommendations from faculty members, selects annually the academic issues it will address. The Planning Council, chaired by a faculty representative, prioritizes divisional and departmental planning objectives and makes recommendations to the President's Administrative Council on objectives that should receive funding.

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The established functional responsibilities of the faculty at large include but are not limited to the following:

**Curriculum:** Degree programs offered at the College shall be responsive to the needs of the community's citizens, business and industry. They shall be established upon the basis of research and studies indicating that needs exist and shall be modified or discontinued as those needs change. Recommendations about curricular matters generally are initiated at the program level and also are reviewed at appropriate divisional levels. Faculty members make curricular recommendations that include the establishment, modification, or discontinuance of programs through the College's Curriculum Committee process. The Curriculum Committee is composed of a minimum of two representatives from each academic division (or one person for each 10 full time instructional faculty members per division). The Curriculum Committee sends academic recommendations to the President for approval, followed by subsequent approval from the Board of Trustees.

Faculty members have specific responsibilities to ensure that college, program and course specific student learning outcomes are reflected in their published programs of study, in course syllabi, in new course and program proposals, and in the development of the annual program objectives. Periodic review of courses and programs of study are the responsibility of the faculty in coordination with the Office of Planning and Research.

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**Academic Standards and Discipline:** The faculty shall encourage their students to maintain a high level of academic performance. The faculty, through the Academic Affairs Committee, shall assist the administration in establishing norms and rules for: admissions, evaluation of transfer credit, grading criteria, honors and awards, probation or required withdrawal. Faculty shall also assist in monitoring student performance and initiating student disciplinary actions.

**Academic Grades:** The academic and student services faculty and administration will develop and publish the College grading system for credit courses. Letter grades, reflecting numerical averages, will be used to measure and evaluate students' progress, determine minimum graduation and retention requirements. Numerical GPA will be used to determine honors status. While grades are important, faculty shall encourage students to pursue learning for other reasons as well.

A system of appeals has been established and is communicated to the students through various publications so that they can discuss their grades with individual faculty members or can participate in an appeals process where the disputed grades are considered.

**Awarding of Degrees:** The faculty and student service staff shall set requirements within guidelines established by the North Carolina State Board of Community Colleges for the degrees offered in various disciplines, determine when requirements have been met, and certify to the President and Board of Trustees that students have met their degree requirements.

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**Attendance and the College Calendar:** The College calendar for classes and the number of class hours required shall be established by the academic and student service administration with faculty input and advice, in a way that meets state requirements for awarding degrees and that upholds appropriate academic standards. Student regulations for class attendance and absence shall be determined by faculty and reviewed by academic administrators.