

1. Convene meetings of the Quantitative Reasoning Across the Curriculum committee to discuss issues of importance concerning pedagogy and make curricular recommendations to the Dean of General Studies.
2. Convene meetings of the Quantitative Reasoning Across the Curriculum committee to review and approve Q1 and Q2 courses, and transmit recommendations and votes of the committees to the appropriate persons, including the Dean of General Studies.
3. Coordinate the recruitment of faculty for participation in the QUAD program.
4. Consult on hiring of adjuncts who teach QUAD courses other than BASK offerings.
5. Pending the availability of funding, coordinate QUAD summer institutes.
6. Coordinate the QUAD program's efforts with regard to assessment as required by our regional accreditation body, and with regard to grants acquisition as appropriate.
7. Maintain records of currently-approved Q1 and Q2 designated courses.
8. Review proposed Q-designations before course schedules are finalized. Contact faculty as needed to ensure compliance with review procedures. Advise Dean of General Studies on graduate certification appeals.
9. Prepare an annual report with evaluation of pertinent QUAD Task Force activities, including a status report on all new and reviewed courses, plus revisions of descriptions for College Bulletins or supplement.