

CLAYTON STATE UNIVERSITY  
Professional Qualification Statement for Degree/Concentration/Certificate

Date:	11/11/09
College/School/Department:	College of Arts and Sciences, Department of Social Sciences
Degree/Concentration/Certificate:	Degree: BS Political Science
Coordinator:	Joseph Trachtenberg
Coordinator Responsibilities:	Assist the Head of the Department of Social Sciences in the administration of the B.S. in Political Science including developing the program & curriculum; scheduling and staffing of courses; reviewing course materials; directing experiential learning seminars; evaluating full-time faculty; supporting, integrating, and evaluating part-time faculty.
Degrees:	B.A., Willamette University 1970 in political science; M.S., Portland State University in political science, 1973; Ph.D., Emory University 1978 in political science
Experience:	University political science instructor 1976 – present; multiple years of service on college curriculum committees.
Certifications:	NA
Courses taught at CSU:	Citizenship , University Foundations, American Government, Introduction to Political Science, Public Policy, U.S. Presidency, U.S. Congress, Interest Groups & Political Parties, Judicial Process, Constitutional Law, Civil Liberties, Internship/Practicum, Senior Seminar, Independent Study, Contemporary Social Issues

Narrative Statement of Qualifications (to be completed by chair or dean):

1. What evidence exists that the coordinator has the qualifications and credentials for leadership in the development and review of the curriculum?

All of this coordinator's 3 degrees are in political science and has more than 30 years of experience teaching and advising students, and developing courses at the college or university level. He has served on curriculum committees; department, college, and university promotion and tenure committees; and has been responsible for developing and revising curriculum at a variety of levels.

2. What evidence exists that the coordinator provides oversight for assessing the quality of the curriculum for the program and for ensuring that the curriculum and its delivery are educationally sound?

Each year, this coordinator evaluates textbooks for POLS 1101, a required course for both political science upper level coursework and the core curriculum at Clayton State University. Further, this coordinator helps develop and manage the instrument used to assess POLS 1101 learning objectives. He identifies qualified part time faculty to teach courses that full time faculty are unable to cover. The coordinator also evaluates the teaching of other program faculty to ensure that their course delivery and content is consistent with university and disciplinary standards.