

GENERAL EDUCATION COMMITTEE BYLAWS NORTHERN KENTUCKY UNIVERSITY

ARTICLE I: NAME AND AUTHORITY

The General Education Committee (GEC) is a standing committee of the Faculty Senate at Northern Kentucky University.

ARTICLE II: PURPOSES

Section 1: The committee will make recommendations to the Faculty Senate and Provost concerning the goals, structure, and assessment of General Education at NKU.

ARTICLE III. MEMBERSHIP

Section 1. The regular membership of the GEC shall include full-time faculty as follows:

- One member from the College of Business
- One member from the College of Education and Human Services
- One member from the College of Health Professions
- One member from the College of Informatics
- One member from the Honors Program
- One member from the Stealy Library
- Four members from the College of Arts and Sciences
- Two at-large members

Section 2. The Vice Provost for Undergraduate Academic Affairs (or designee) and the Dean of Arts and Sciences (or designee) shall serve as ex officio non-voting members of the GEC.

Section 3. The Faculty Senate Executive Committee will appoint GEC members for one-year, renewable terms. Vacancies will be filled as needed, by appointment from the Faculty Senate.

ARTICLE IV: OFFICERS and DUTIES

Section 1. The officers of the GEC are the Chairperson and the chairs of the subcommittees.

Section 2. The Chairperson must have served at least one year on the GEC and will be elected by a simple majority of seated committee members at the first scheduled meeting of each academic year.

Section 3. The Chairperson will (a) set each meeting's agenda and (b) act as liaison to university committees, bodies, and administrators in matters relating to General Education.

Section 4. The GEC will have the following subcommittees: (a) Policies and Procedures Subcommittee, (b) Compliance Subcommittee, and (c) Assessment Subcommittee. Duties of the subcommittee chairs are as follows:

- 1) Convening and chairing meetings of the subcommittees.

- 2) Insuring that subcommittees respond to deadlines in a timely manner.
- 3) Bringing business from their sub committees to the GEC general meetings.
- 4) Submitting reports from the subcommittee work.

Section 5: Specific duties of subcommittee chairs are as follows:

- 1) The chair of the Policies and Procedures Subcommittee is responsible for presenting to the GEC membership the subcommittee recommendations, both positive and negative, on proposals for policy and/or procedural additions, deletions, or modifications.
- 2) The chair of the Compliance Subcommittee is responsible for presenting to the GEC membership the subcommittee recommendations, both positive and negative, on proposals for course additions, deletions, or modifications.
- 3) The chair of the Assessment Subcommittee is responsible for presenting to the GEC membership the subcommittee recommendations on additions, deletions, or modifications to the General Education curriculum, based on assessment results.

ARTICLE V: MEETINGS, QUORUM, AND VOTING

Section 1. The Chairperson will select (a) a meeting time convenient to as many members as possible, and (b) the first date on which the committee will meet each semester. The committee will meet monthly during the academic year.

Section 2. The Chairperson will post an agenda approximately two days in advance of each meeting.

Section 3. The Chairperson may call special meetings as needed and will notify members as far in advance as possible.

Section 4. A simple majority of voting committee members constitutes a quorum.

Section 5. Unless otherwise specified herein, agenda items will be decided by majority vote, provided a quorum is present, e.g., even if one member votes for a motion, but none vote against it and all others abstain, then the motion will be ruled as having carried by a majority, in this case, a majority of one.

ARTICLE VI: TEMPORARY SUBCOMMITTEES

For issues or matters falling outside the usual scope of the three standing subcommittees, the Chairperson, by way of a majority vote of the GEC, may appoint ad hoc subcommittees, which can include non-committee members.

ARTICLE VII: AMENDMENTS

These bylaws may be amended at any regular GEC meeting a 2/3 vote of members in attendance provided the amendment was submitted in writing at the previous regular meeting. The Faculty Senate must approve bylaw changes.

Approved by GEC on:

Approved by Faculty Senate on:
Approved by the Provost on:

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