

TEACHING EFFECTIVENESS AND ENHANCEMENT COMMITTEE BYLAWS

NORTHERN KENTUCKY UNIVERSITY

ARTICLE I: NAME AND AUTHORITY

The Teaching Effectiveness and Enhancement Committee (TEEC) 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 evaluation of teaching at NKU.

Section 2 The committee will make recommendations to the Faculty Senate and Provost concerning the enhancement of teaching at NKU.

Section 3: The TEEC will serve as the search committee for the director of the Center for Excellence in Teaching and Innovation

ARTICLE III. MEMBERSHIP

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

- One member from the College of Business
- One member from the College of Education
- One member from the College of Informatics
- One member from Steely Library
- One member from Salmon P. Chase College of Law
- Two member(s) from the College of Health and Human Services
- Two members from the College of Arts and Sciences

Section 2. The Teaching Effectiveness and Enhancement Committee members will hold one-year, renewable terms. Vacancies will be filled as needed, in accordance with regular membership requirements, by recommendation from the TEEC and approval by the TEEC chair in consultation with the Faculty Senate Executive Committee.

Section 3. The director of the Center for Excellence in Teaching and Innovation will serve as an ex officio (non-voting) member of TEEC, if not the representative of their campus unit (i.e., library, college).

ARTICLE IV: OFFICERS and DUTIES

Section 1. The sole officer of the TEEC is the Chairperson, who will be elected to a one-year term of office by the Faculty Senate. The Chairperson serves on the Executive Committee of the Faculty Senate, and is ex officio (non-voting) if not a senator.

Section 2. The Chairperson will have served at least one year on the TEEC. The TEEC will nominate someone to serve as chairperson prior to the December meeting of the Faculty Senate.

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 teaching effectiveness.

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 five business 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.

Section 6. Unless all committee members provide consent in advance, meetings will not be recorded via any device (including, but not limited to a smartphone, digital recording device, digital camera, etc.) or communication platform (e.g., Zoom, Teams).

ARTICLE VI: TEMPORARY SUBCOMMITTEES

By necessity, the Chairperson, by way of a majority vote of the TEEC, may appoint ad hoc subcommittees, which can include non-committee members.

ARTICLE VII: AMENDMENTS

These bylaws may be amended at any regular TEEC 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 TEEC on:

Approved by Faculty Senate on:

Approved by the Provost on: