

TEACHING EVALUATION COMMITTEE*Faculty and Professional Personnel Handbook, p. 19***9.1 Membership**

The Teaching Evaluation Committee shall consist of the Executive Director of the Office of Teaching and Learning Advancement or his or her designee, non-voting ex officio; the Director of University Computing Services or his or her designee, non-voting ex officio, and that member of University Computing Services with responsibilities for overseeing the evaluations or his or her designee, non-voting ex officio, and the following:

- 9.11 Three members selected by and from the membership of the Professional Affairs Council for staggered three-year terms;
- 9.12 Two members selected by and from the membership of the Academic Policies Council for staggered two-year terms;
- 9.13 One student member selected by and from the membership of the Student and Campus Life Council for a one-year term;
- 9.14 Two faculty, at large, selected by the Governance Committee, for staggered two-year terms.

9.2 Responsibilities

- 9.21 To obtain and report an assessment of the validity and an estimate of the reliability of the instruments in use on an annual basis. Any research project or report involving the use of the data must be approved by the committee.
- 9.22 To reevaluate on a continuing basis the Policy for Evaluation of Teaching and Procedures to be Followed in Evaluation of Teaching;
- 9.23 To conduct at least every three years a formal review of the Policy for the Evaluation of Teaching and Procedures to be Followed in Evaluation of Teaching, and to recommend changes when necessary to the University Senate;
- 9.24 To oversee the implementation and execution of policies governing the evaluation of teaching;
- 9.25 To initiate and oversee the implementation of policies to insure the security of data collected by University Computing Services;
- 9.26 To maintain minutes of committee actions and committee procedures and file these in the Office of the Undersecretary of University Senate.