

The faculty will elect three members of a Teaching Evaluation and Curriculum Committee, who collectively must represent expertise in the areas of biological, physical, and geological/chemical oceanography. Terms will be for three years and will be staggered, with one member replaced at the beginning of each academic year. In addition, a student member of the committee will be elected by the Oceanography Graduate Student Organization, Na Kamakai, at the beginning of each academic year.

At the end of each semester, this committee:

- 1) Will insure that existing departmental course evaluation procedures are carried out in all courses, will discuss the results with the individual instructors, and will circulate evaluation summaries to the faculty and to Na Kamakai. Instructors will have the option of appending their own comments to the summaries being circulated.
- 2) Will review the content of required courses which were taught in the semester just ended, and will make any necessary recommendations for improvement. The committee may gather materials and solicit advice as required to evaluate a course's breadth of coverage, level of treatment, currency of material, and integration with other courses.
- 3) Will maintain a current course-content notebook in the department office, available to students and faculty; will insure that instructors of required courses know the current recommendations on course content; and will keep the whole faculty apprised of its work.
- 4) Will take special note of any course in which a problem with teaching effectiveness and/or content is identified, and will work with the department chair and the instructor to try to bring about the desired improvements. Failing such improvement, the committee may bring the case to the faculty as a whole, with recommendations for changes in teaching assignments.

Note: Initially, terms will be for 1, 2, and 3 years, based on vote count. Service should be independent of any other committee assignments.

Amended 9/11/91