

## SUMMARY OF FAC MEETING ON JANUARY 4, 2013

- Discussion of process for moving Curriculum Revision forward with members of FAC, Teresa Longo (Dean for Curriculum Review), Kim Wheatley (chair of EPC), and Terry Meyers (A&S Parliamentarian).
  - FAC will offer a survey in January to the faculty for the best day and time for additional special meetings to discuss the Curriculum Revision
  - FAC will submit to the faculty in advance of the FAS meeting on Feb. 5 a list of procedural motions for the consideration of the Curriculum Revision. Barbette Spaeth will work with Terry Meyers on finalizing these motions. The motions will provide for the following:
    - information on how to propose a motion to postpone indefinitely the discussion of the Curriculum Revision, the result of which will be to abandon the proposed Revision.
    - availability of secret ballot at meetings on issues related to the Curriculum Revision, if determined necessary by the faculty present at the meetings
    - in seriatim discussion of the Curriculum Revision documents
    - requirement that complex amendments to the Curriculum Revision be submitted in writing.
    - placement of discussion of Curriculum Revision at end of the end of the agenda of regular faculty meetings to allow for maximum faculty participation. Additional special meetings of the faculty

will be scheduled for discussion on this issue in accordance with the results of the survey mentioned above.

- announcement by the Dean of opening and closing times of the voting on Curriculum Revision issues to allow time for faculty to present themselves for a vote, subject to modification by vote of the faculty present at the meetings. At the meetings, Nominations and Elections will send out a general email to the faculty announcing the opening and closing times of the vote and will count the votes, once voting has closed.
  - forwarding of the completed Curriculum Revision to the Dean, the Provost, and then the President for final approval.
- EPC will work on the wording of the motion(s) to come before FAS at the Feb. 5 meeting. It is anticipated that the motion(s) will include the principles behind the Curriculum Revision and the framework of the Revision and that what is meant by “framework” will be clearly spelled out in the motion. The motion(s) will be presented to FAC no later than Jan. 29 for inclusion in the agenda of the FAS meeting on Feb. 5.
  - EPC will subsequently present Curriculum Revision documents to FAC for inclusion in the agenda of regular and special meetings of the faculty on this issue no later than one week before these meetings. At these meetings, the faculty will discuss these documents and will amend them by vote if necessary. EPC and the Dean for Curriculum Review will

monitor this process to make sure that the Curriculum Revision remains coherent.

- At the end of this process, the entire Curriculum Revision will be presented to the faculty for a final vote. It is anticipated that the meeting at which this vote will occur will be set during the final exam period in May, possibly during the 12 noon-2 p.m. slot when no exams are scheduled.