

## Notes from A&S Faculty Affairs Committee meeting, Feb. 12<sup>th</sup>, 2013, 2-3.30

1. The notes from our last meeting were approved.
2. Pressing items to be added to today's agenda. Discussion of procedures for approval of A&S NTE policies was added.
3. Arrangements for FAS meetings on curriculum revision.
  - a. Date, time, and place of meetings. Barbette has secured rooms for the special meetings. She will send a message to FAS with date, time, and place of meetings.
  - b. Procedure for proposing amendments (see e-mail from Kim Wheatley). FAC understands that according to Robert's Rules, members of the faculty have the right to propose amendments orally at the meeting if they so choose. In her note to FAS, Barbette will suggest that long, complex amendments are posted to fas-d as far as possible in advance of the meeting at which they are to be discussed. If complex amendments are offered at the meeting, Kate Conley (or a member of FAC) could move that discussion and voting be delayed until the next meeting. Terry will be invited to the next FAC meeting to clarify procedures. Barbette will also say in her message to FAS that someone must be present to propose an amendment, even if it has been pre-circulated. If there are multiple pre-circulated amendments, they will be considered in the order in which they were posted to fas-d.
4. FAC Motion/Letter on EVMS Issue. Suzanne will work on the letter some more and add references to existing policy for approval of new programs in the Faculty Handbook.
5. New business: approval of A&S policies for continuing NTEs. The open forum for faculty is on Feb.15<sup>th</sup>. After that, the NTE working group will consider any suggested amendments, then pass the report/proposed policy on to Kate Conley, who will forward it to the Provost by March 1. On 12 March, FAS will vote on whatever was sent to the Provost, and if it is approved, he will send it on to PRC and PPC for their approval, and finally to the BOV for approval at their April meeting. Barbette will ask Rachel Dinitto (Chair of the NTE working group) to create two separate motions to bring to the FAS meeting: the first to adopt the NTE Personnel Policies in Section III of the report; and the second to adopt the recommendations (to the Dean or to the Provost?) in Section IV of the report. She will also ask Rachel to add language about recruitment procedures (based on the Faculty Handbook) to the recommended policies. After some discussion, it was agreed that language about standard course-load (in section IV) should not go into the policy.