

## Faculty Affairs Meeting Minutes October 4, 2010

### In Attendance:

Matt Arterburn  
Roy Wohl  
Michael Averett  
Karen Fernengel  
Rob Weigand  
Sean Bird  
Tonya Kowalski  
Cheryl Childers  
Jean Sanchez

Meeting called to order and opening remarks by Matt Arterburn

### New business:

A. Election of Matt Arterburn as Committee Chair and Jean Sanchez as Secretary.

### B. Curricular Approval Process Discussion

This committee received a memo from Nancy Tate on September 13, 2010 asking for an analysis of the current process for curricular approval and to make recommendations for expediting and improving. Agreement was received from all in attendance that this process should be improved. Discussion ensued regarding ideas for improvement and challenges that could be faced. The following ideas were generated:

- *Electronic voting for program changes only*
- *Would be held in a 2-phase process that would allow online discussion and subsequent voting*
- *Phase 1 would be online discussion of the proposed program change followed by voting on whether this change could be approved electronically or whether its approval must be through General Faculty meeting.*
- *If approved for online voting, enter Phase 2*
- *Phase 2 would include online voting of yes or no*
- *All program changes would be placed on a consistent agenda that would appear the second Friday of each month*
- *Would begin with a pilot test of 2-3 "cases"*

### Next Steps:

- Require input from ISS on best process for electronic voting
- Analyze similar processes currently in place at other Universities.
- Meet with Nancy Tate at next Faculty Affairs meeting for further exchange of ideas and clarification of what is considered "curricular changes"
- Solicit input from Departments and faculty

### Additional Discussion Items:

- ❖ Benefits issues (domestic partners)

- ❖ New Intellectual Property Policy Draft
- ❖ Grievance Policy for Promotion and Tenure