FCAS Meeting 24 August 2012 : Minutes
Time: 1PM - 2PM
Place: JCLONG 221
Attending Members:
  Von Bakanic - Sociology and Anthropology
  Jim Bowring - Computer Science (Chair)
  Maria Colomina-Garrigos - Hispanic Studies
  Mike Duvall - English
  Gretchen McLaine - Theater
  Martha Stackel - Library
Absent Members:
  Rhonda Swickert - Psychology
Attending ex-officio Members:
  Michelle Futrell - Undergraduate Academic Services
  Leize Gaillard - Undergraduate Academic Services

Meeting:
  1. Introductions
  2. The chair presented the committee’s charge from Faculty By-Laws Article V, Section 3.B.6.
  3. Michelle Futrell and Leize Gaillard presented and demonstrated the new system for managing petitions and voting via a special OAKS classroom they have created.
  4. The two outstanding petitions were viewed and discussed. During the discussion it became evident we needed a policy governing the voting of faculty members who had signed course-withdrawal paperwork for a student. The Chair made this motion:
      a. In the event that a committee member has signed course-withdrawal paperwork for a student, the committee member shall be recused from voting.
      b. This motion was passed unanimously.
  5. The committee agreed to meet every two weeks as needed on Friday from 1PM to 2PM in JCLONG 221, beginning 7 September 2012.
  6. Maria Colomina-Garrigos volunteered to be secretary.
  7. Adjourned