College of Engineering and Applied Science  
Faculty Council Meeting Minutes – 11/16/2012  
H.T. Person Conference Room

Roll Call
✓ Tom Bailey – COSC & Council Chair  
✓ Dennis Coon - At Large  
✓ Jeffrey Anderson - Teaching APL  
  Michael Barker – CAE & Faculty Senator  
✓ Perry Wechsler – Research APL  
  Mark Garnich – ME  
✓ Lamia Goual - CPE  
✓ Tom Parish – ATSC  
✓ Jon Pikal - ECE

Approval of Previous Minutes
• FC minutes from 11/2/2012 were approved. Minutes will be posted on the FC web page.  
• Tom Bailey reported on Department head’s meeting:  
  o Discussion regarding student aids and FERPA  
  o Engineering Building not on current Trustee’s agenda.  
  o T & P Committee has been organized.

Old Business
• Student Appeals Discussion  
  o Tom Bailey updated the documents to replace “committee” by “‘panel’ and “pool” for clarification purposes.  
  o Pool to include 6 students and 5 faculty (one from each department).  
  o Steve Barrett reported recent activity of the student appeals committee.  
    ▪ CEAS procedures are similar to other institutions.  
    ▪ Critical to follow the designated procedures.  
    ▪ Academic dishonesty cases are filed for a period of 7 years.  
    ▪ Second act of dishonesty results in suspension from UW for a period of 1 year.  
    ▪ Steve recommends that CEAS retains a “panel” format as opposed to a single faculty review.  
    ▪ Typical cases require 1 -2 hours of time commitment. Maybe more in some cases.  
    ▪ Policy should require specific details and outcome.  
    ▪ Fairness issue – if students can appeal a decision, then the faculty should be able to as well.  
    ▪ Clear policies and expectation regarding homework must be presented in the course syllabus and discussed on the first day of class.  
    ▪ The procedures of the hearing must be outlined for the panel to follow regarding grade appeals. For example, who is present, who speaks first, are there rebuttals, etc.  
    ▪ Recommended that involved individuals visit with the appropriate representative in the Dean’s Office to be advised of the procedures. The process is managed by the Associate Dean for Academic Affairs.  
    ▪ The Dean’s Office is responsible for carrying out the decisions of the panel.
- A statement of any possible appeals must be included with the decision.

Next meeting – November 30, 2012.
Meeting Adjourned