

**FSAC COMMITTEE MEETING MINUTES**  
**FEB. 13, 2003**

PRESENT: E. Stanny (Chair.); S. Cabaniss; C. Freund; S. Heft; W. Poe; J. Hunt  
J. Bowman (observer)

MINUTES: The minutes of 1/3/03 were postponed until the next meeting.

REPORTS:

1. Chair of FSAC (E. Stanny)—E. Stanny will not be on FSAC next year so a new chair needs to be chosen. The School of Arts and Humanities still needs to elect a representative to FSAC.
2. Associate Vice President of Faculty Affairs (J. Hunt)—R. Bruce is printing new SETE forms since Academic Affairs is now in charge of them. The “Does not apply” box will be darkened and the Section Number box will be changed from five to four digits. There was no objection to these changes.

BUSINESS:

1. Modify grade appeals policy so that it addresses procedural complaints (J. Hunt)—The SSU *Grade Appeal Procedures* need to be modified in order to be in compliance with Executive Order 792 that is replacing Executive Orders 268 and 320. S. Heft will draft new language to incorporate #11 of Executive Order 792 into SSU policy. Suggestions for additional modifications should be forwarded to E. Stanny.
2. FSAC will invite A. Warmoth to its next meeting to discuss his memo “Lecturers in G.E. and EMT Programs”

The meeting was adjourned.

Submitted by S. Cabaniss