## Faculty Council Objection Process

- 1. Within 5 working days of the FC meeting, the administrative assistant of FC will
  - update FC documents to include all changes approved by FC
  - post a FC action with the deadline for objections on the FC web site
  - set the objection deadline for 10 working days after the FC action is posted
  - notify faculty by e-mail that an action and objection deadline has been posted and providing the link to the website posting.
- 2. Any full-time member of the Faculty, as defined by the Faculty Rules, may submit a written (e-mail) objection to the Secretary of the Faculty by the objection deadline.
- 3. Within 2 working days of receiving an objection, the Secretary of the Faculty will
  - notify faculty by e-mail that an objection has been raised, provide a link to
    the site at which faculty may read about the objection, and identify the
    faculty member to contact to learn more about the objection and/or how to
    sign a petition of support for the objection.
  - contact IT to have an electronic petition prepared.
  - set the deadline for signing the electronic petition for 10 working days after the objection is posted to the website.
- 4. If the petition is signed by 10% of the faculty by the petition-signing deadline, the Secretary of the Faculty will
  - ask the Faculty Chair to set the date for a faculty meeting to be held within 30 working days of the petition-signing deadline
  - notify faculty by e-mail of the faculty meeting to consider the objection as stated in the Rules of the Faculty

If the petition is not signed by at least 10% of the faculty by the petitionsigning deadline, the Secretary of the Faculty will report this to the faculty.

5. When no objection is raised within the 10 day period or when an objection is made but not supported by a petition signed by 10% of the faculty, the Secretary of the Faculty will mark the proposal as Finally Approved on that date.

All e-mail correspondence from the administrative assistant of FC or the Secretary of the Faculty should include the request for the division/area FC representatives to communicate the information to any faculty without computer access.