**Procedure for Faculty Issues and Concerns**

**Procedure Title: Procedure for Faculty Issues and Concerns**

**Department Responsible: College of Education**

**Contact Person and Title: FIC Department Representative or FIC Chair**

**Procedure:** Faculty are encouraged to share their concern with their Departmental Representative to determine the best course of action. As an alternative, faculty may complete the form found on page 2 of this procedure and submit the petition to the Faculty Issues Committee Chair. The Chair will remove all identification information from the document to preserve the anonymity of the faculty member filing the petition. Submissions will be presented to the Faculty Issues Committee by the chair at the next scheduled meeting. Special concerns that require immediate attention, or when usual procedures would delay a resolution, a special meeting of the FIC may be called by the chair to address the issue.

**What Policy is Connected? N/A**

**Scope:** College of Education Faculty

**Written Petition Form for the Faculty Issues Committee**

FIC Petition #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Completion of the following information is intended to permit communication from and to the

Faculty Issues Committee Chair. The petition # above will be assigned by the FIC Chair to page

2 of the petition. The cover will be removed from the petition to allow blind reviews by the

committee and subsequent considerations. Submissions will be introduced to the Faculty Issues Committee by the chair at the next scheduled meeting. The time and date will be provided to the petitioning faculty member to attend if he/she/they choose(s).

Petitioner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Petitioner Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Petitioner Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_