

Faculty Senate Minutes
1:00 – 2:15 P.M.
October 27, 2011

Members Present

Aram Hajian
Catherine Buon
Melissa Brown
Irshat Madyarov
Tom Samuelian
Syuzanna Vasilyan
Doug Shumavon
Vahan Bournazian
Karen Aghababyan

Members Absent

Garegin Gevorgyan*
Gagik Gabrielyan
Varduhi Petrosyan*
Byron Crape*
Eric Guevorkian*

Guests

None

* Indicates excused absence

FACULTY SENATE AGENDA

- Quorum Call
- Approval of minutes of September 29, 2011
- Approval of the Agenda
- Committee Reports
 - FS Executive Committee
 - Curriculum Committee
 - Ethics and Grievance Committee
 - Ad-hoc committees
- General Assembly
- Brown Bag

MINUTES

- **Quorum Call**
Quorum present

- **Approval of the minutes of September 29, 2011**
Tom Samuelian moved that the Minutes of September 29, 2011 be approved as amended, and Doug Shumavon seconded the motion. The minutes were approved by consensus.

- **Approval of the agenda**
The agenda was approved by consensus.

- **Committee Reports**

- FS Executive Committee

There was a discussion of the need to bring the FS election schedule in line with the academic year, and therefore whether to elect new members to the FS in January to serve for half a year, or to extend the current composition of the FS through summer 2012, when the new FS will be elected from that point on.

Tom Samuelian moved that the current composition of FS be extended until the summer of 2012, and Catherine Buon seconded the motion. The motion was adopted by consensus.

FS will now have its own budget of 20,000 AMD per term for occasional expenses, such as coffee and copying.

- Curriculum Committee (CC)

CC proposed a few changes to the current course syllabus format:

- 'graduate credit bearing course' replaced with credit bearing course
- 'Instructor office location and office hours'
- 'Assignment and test make-up procedures'
- 'Optional but desirable objectives'
- Statement on how students will be evaluated now also includes another option: 'class participation'
- 'Use of library and other information resources'
- 'university policies (Grade Appeals, Student Code of Ethics)'
- 'provisions for special needs students'

There was a suggestion to ask the AUA library to come up with a short description of the AUA library resources that could be added to the syllabus template.

Doug Shumavon moved that the proposal be approved, and Aram Haijan seconded the motion. The amendments have been approved unanimously.

- Ethics and Grievance Committee
Arthur Drampian declined to be in the Ethics and Grievance Committee. Doug will be joining the committee.

Action item: Vahan Bournazian to act as Interim Chair who will convene the first Committee meeting and organize the by-election of the Chair.

- Add-Hoc Committees
The committee on student course evaluation will meet and report at the next FS meeting.

- **General Assembly**

According to the protocol, FS drafts an agenda, shares it with the rest of the AUA faculty and solicits their proposals. FS, i.e. Chair of FS runs the General Assembly because it's not a separate body, but is an event.

Ideas:

- Relationship between the Extension Program and other AUA academic departments
- Updates on WASK and the upcoming site visit (Tom and his team will lead)
- Updates about the undergraduate program
- Updates from the Research and Scholarship Task Force
- Potentially other alternatives to Moodle such as Open class by Pearson and google, also smart boards or perhaps keep it as part of the brown bag

Action item: FS members to talk to their departments and solicit ideas for the general assembly for the next FS meeting.

Proposed dates for the General Assembly: Dec. 2, Friday.

- **Brown Bag**

- Irshat Madyarov will talk about the 21st century technologies, scheduled for Nov. 10, Thursday.
- AUA staff will be invited for brown bags from now on too.

Final

- **Schedule of FS Meeting**

Next scheduled meetings will take place on November 18 (Friday) and December 15, 2011.

Vahan Bournazian moved that the meeting be adjourned, and Catherine Buon seconded the motion.

Meeting was adjourned 2:15 PM

Minutes respectfully submitted by Irshat Madyarov