Draft

**Faculty Senate Minutes**

**9:00-10:00**

**November 21, 2013**

|  |  |  |
| --- | --- | --- |
| **Members Present** **(outgoing & incoming)** | **Members Absent**  | **Guests**  |
| Doug Shumavon | Melissa Brown | Don Fuller |
| Aram Hajian | Catherine Buon | Nareg Seferian |
| Sos Bagramyan | Aleksandr Grigoryan | Karen Aghababyan |
| Rai Farelly |  | Vahram Ter-Matevosyan |
| Sargis Zeytunyan  |  | Varduhi Petrosyan |
| Arpie Balian |  |  |
| Sergey Tantushyan |  |  |
| Alexan Simonyan |  |  |
| Arman Zrvandyan |  |  |
| Vahram Ghushchyan |  |  |
| Tsovinar Harutyunyan |  |  |
| Artak Hambarian |  |  |
| Gohar Stepanyan |  |  |
| Alen Amirkhanian |  |  |

**FACULTY SENATE AGENDA**

Agenda for FS meeting November 21, 2013

1. Approval of Agenda
2. Approval of Minutes from October 10, 2013
3. Announcements
4. Curriculum Committee Actions:
	1. BUS339 – Entrepreneurial Finance
	2. BA600 – Internship Program
	3. MSE515 – Econometrics 1
	4. MSE611 – Financial Econometrics
	5. MSE540 – International Trade
	6. MSE520 – Microeconomic Theory
	7. Ugrad: Law110 – Introduction to the Armenian Justice System
	8. Ugrad: TBD – Introduction to Bioscience and its impact on research, business and society
	9. Ugrad: CHSS182 – Introduction to Clinical Psychology
	10. Ugrad: Gen.Ed. (AUA Summer 2014 Program)

1) Armenian Heritage and Culture

2) Armenian Music

3) Armenian Art and Architecture

1. Other Committee Reports
	1. Ethics and Grievance – No complaints were received by the committee
	2. Student Learning – Faculty Evaluation Form/Guidelines
	3. Extension Programs
2. English Proficiency Test Waiver
3. Future tasks
	1. Deans’ Honor Roll (Provost)
	2. Deans’ Evaluation (Provost/President)
	3. Faculty Development Plan/Guidelines
	4. Policy (Guidelines) on Appointment, Retention and Promotion
	5. Update of Faculty Senate By-Laws
4. Other Business

**MINUTES (November 21, 2013)**

A quorum was present at 9:05.

**1 & 2. Approval of Agenda and Draft Minutes from October meeting**

FS Chair presented slightly modified version of the agenda (sent out day earlier), which was unanimously approved**.** The minutes from October 10, 2013 meeting were also approved without any changes.

**3. Announcements**

In his earlier e-mail, the Chair of the Faculty Senate advised everyone to review all documents beforehand so that we can proceed as efficiently as possible. Still, since the agenda was rather heavy, there were several items that we could address only at our next meeting.  Doug Shumavon announced that the next FS meeting was tentatively scheduled for Thursday, December 5th. The time and meeting place will be announced later.

**4. Curriculum Committee Actions**

 The following courses were approved by the Faculty Senate, although some course descriptions triggered discussion and were approved with some reservation or request for further action.

* 1. BUS339 – Entrepreneurial Finance

The new elective course was approved – it was suggested, though, that the term project should not ask students to exclusively focus on identifying and analyzing successful entrepreneurial ventures. Researching and studying why new enterprises fail can also enhance student learning and help depict the process of entrepreneurship more comprehensively.

* 1. BA600 – Internship Program

Requested change was approved – BA600 will be 2-credit hour elective.

* 1. MSE515 – Econometrics 1

The new required course was approved.

* 1. MSE611 – Financial Econometrics

The new elective course was approved – it was suggested, though, that the course can also introduce students to econometric techniques used for conducting event studies.

* 1. MSE540 – International Trade

The new elective course was approved.

* 1. MSE520 – Microeconomic Theory

The new required course was approved.

* 1. Ugrad: Law110 – Introduction to the Armenian Justice System – approved
	2. Ugrad: TBD – Introduction to Bioscience – approved
	3. Ugrad: CHSS182 – Introduction to Clinical Psychology

 Several members of the Senate questioned whether it is appropriate to offer a course in Clinical Psychology to freshman students given that the course will not be carried on in the future. It was well understood by all that the course offerings are often driven by the availability of qualified faculty; nevertheless, this particular course appeared to be too narrow for general education. Several recommendations were made, such as i) asking the instructor to redesign the course and offer it as “Introduction to Psychology,” ii) offer the course under “Special Topics” cover, etc. Since there was no consensus, Doug Shumavon asked FS members to vote to resolve this issue. The outcome of the vote was: “for” votes – 8, “against” votes – 1, 5 members decided to abstain. The course was approved.

* 1. Ugrad: Gen.Ed. (AUA Summer 2014 Program) – approved

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 There was also discussion about developing university-wide policies that govern cross-registration. The question brought up several times was whether courses offered in, for example, School of Business & Economics should or can be open to students from other departments/schools, conditional on satisfying course prerequisites and subject to space limitations. The issues of tuition differential across the programs (per credit hour) in case of cross-registration also need to be addressed.

**5. Other Committee Reports**

* 1. Ethics and Grievance was planning to meet the following week; there have been no complaints registered with the committee.
	2. Student Learning – Faculty Evaluation Form/Guidelines

Gohar Stepanyan suggested adding two more questions to the Undergraduate Course Evaluation Form, in the section were students were asked to assess themselves. Arpie Balian made a comment that some questions on the form did not have “Don’t know” answer – no need to include that response choice then. It was decided that each member of FS will e-mail his/her suggestions, if any, on Faculty Evaluation Form to Karen Aghababyan for further review.

**6. English Proficiency Test Waiver**

 There was a question about the posting of the test waiver form on the AUA website before going though the internal review and approval by Faculty Senate first. It was determined that the form was not posted on the AUA website. Gohar Stepanyan had a few edits, which she proposed to e-mail to Arina Zohrabian, Director of Admissions, for review.

Adjourned at 10:00

Minutes respectfully submitted by Gohar Stepanyan, FS Secretary (2013-14)