Faculty Senate Meeting

October 27, 2015

Meeting start: 15:00

* Quorum called
  + Present
    - Aleksander Grigoryan
    - Gayane Barseghyan
    - Don Fuller
    - Yevgenya Paturyan
    - Irshat Madyarov
    - Arto Vaun
    - Arthur Dolmajian
    - Arthur Khalatyan
    - Aram Keryan
    - Simon Clarke
    - Varduhi Petrosyan
    - Hayk Mamajanyan
  + Absent
    - Kevin Adkin
    - Mikayel Tovmasyan
    - Armen Mktchyan
    - Tsovinar Harutyunyan
    - Ara Chalabyan
  + Guests
    - Provost Rhodes - ex-officio member
    - Catherine Buon - on behalf of Curriculum Committee
    - Shari Melkonian - Accreditation
    - David Davidian - College of Science & Engineering
    - Arina Zohrabian - Admissions
    - Edmond Ghulyan - Admissions

**Agenda for the Faculty Senate Meeting for October 27, 2015**

* Approval of the minutes of Sept. 24, 2015
* Approval of the agenda
* Reports from Committees:
  + Executive Committee
  + Curriculum Committee
  + Extension Committee
  + Student Learning Committee
* Academic advising of undergraduate students
* Recruitment packages for faculty
* Policies for review:
  + Military Deferment
  + Undergraduate admissions
* Scheduling FS meetings in November and December
* AOB

**The Meeting**

* Agenda approved
* Minutes of Sept. 24, 2015 approved
* Reports from Committees:
  + Executive Committee. Irshat: the committee met once, drafted the agenda, selected dates for the next meetings, until the end of the semester
  + Curriculum Committee: Catherine, three meetings, amount of courses approved, changes in numbers of credits for various courses, move of some courses to Dilijan, other issues, item to be approved by FS in the next meeting (to be sent). We need a policy on concurrent involvement (students, studying at two institutions simultaneously). Work group on this is formed and working. Once draft is ready, it will come to FS for approval. New Course Proposal and Modification Form approved. Stricter deadline is needed for new course approval. Deadlines will be circulated. Final exam policies need clarification. Suggestions for brown-bag discussions.
  + Extension Committee: Jenny and Irshat: the committee met once, set the formalities, Mikayel Tovmasyan is the Chair, no action was needed at the time, now there are some documents under review.
  + Student Learning Committee. Met once, had a discussion, there is an idea of collecting faculty preferences through a survey, to see what faculty are more interested in strengthening. Planning to do a couple of workshops by the end of this semester. Irshat to send the committee charge to the committee members.
  + Ethics and Grievance Committee. Arto: met once, there needs to be a standing committee on Student Conduct. There is one complain to investigate. Other things are conduct issues that should be dealt with by the new standing committee. There are also ideas to merge Code of Ethics and Code of Conduct. Randal: we have nominations for the standing committee. We need a good team leader, a chair for the group. Volunteers? In the future we will have a more formal procedure for selecting the Chair. The Provost would also like a policy on proctors, or some kind of university-wide guidelines. Alexander to share their internal proctors’ guidelines.
* Academic advising of undergraduate students: Provost: re-vitalise the work group from last year and start to discuss advising issues. Post-graduation needs to become part of the advising conversation. Irshat: we need to get back to the Committee. There is a draft. We’ll get back to this issue. Arina: we start having questions from undergraduates about their applications to AUA (English test waivers, etc.). We need to start thinking of those questions.
* Recruitment packages for faculty. Provost: we need to revisit it, there are various initiatives from the Board of Trustees. There is a desire to transition from majority adjunct faculty to majority full time faculty. How much money will it take to raise our salaries to competitive level, compared to our peers, other American Universities in the region. Board of Trustees wants those proposals for their next meeting (beginning of January). We need to put together a working group. Alexander, Arto, Irshat. Melissa and Amy (MPH) were also nominated. We might have to do a survey to bring more information into it.
* Policies for review:
  + Military Deferment : Arina. The document is updated, wording changed, weights are changed. Faculty discussion: Varduhi, Alexander, Simon, Irshat. How are the deferrals distributed between the programs? Split according to proportion of eligible male applicants per program. Some flexibility is needed, but also some guidelines in how the distribution between programs is carried out. Since there is an unwritten policy of a sort, it should be reflected in the document as well. FS is a stakeholder but not the approving body. So have the new draft sent back to us for feedback, but we are not required to approve.
  + Undergraduate admissions: changing back from admission on probation to conditional admission. So the policies change again. Conditions are not specified in the policy. There is a need to make those clarifications. Varduhi: applicants should know what the conditions could be. If this is about summer plans, they should know things in advance, so that they decide to take one more test or plan for English courses in summer. Arina and Shari: yes, but how specific should the policy be? We have few details right now. Who will write these conditions? Varduhi, Irshat - the conditions should be there. Arina: refer to website, the website says conditions can be “...” and have some bullet points there. Varduhi - for now, yes, but each program should work on clarifying those conditions. Arina: there are also problems with our deadlines, they apply too late, there is no time to get them to comply with those conditions. Irshat, let’s re-focus on proposed changes, are we happy with those? **Vote: 10 for, no one against, 1 abstaining**.
* Scheduling FS meetings in November and December: Irshat, no good consensus on time availability. Another doodle poll with days but not dates.
* AOB
  + brown bags: two topics proposed by Irshat
* Meeting ended at 16:30 pm

Minutes taken by Jenny Paturyan.