

Draft Faculty Senate Minutes
April 27, 2007
4:30-6:00
Room 26

Members Present	Members Absent	Others
V. Bournazian	T. Khorozyan *	M. Lackie
R. Agajeenian	D. Georgievski *	
S. Sivasubramaniam	S. Khachatryan *	
A. Simonyan	V. Petrosyan *	
Y. Amirkhanyan		
K. Hovanissian		
A. Hambaryan		
G. Mkrtchyan		
S. Knyazyan		
L. Galajyan		

Ex-Officio Members Present

L. Danielian

* Indicates absence excused

AGENDA

- 1) Quorum Call
- 2) Review & Approval of Last Meeting's Minutes
- 3) Adopt agenda
- 4) Executive Committee Report
 - a) Admissions PPMs sent to University-wide Admissions Committee
 - b) Policy on Transmission & Use of Student name & ID
 - c) Policy on Regulating Non-Registered Student Access
 - * Comment Period & Call for a Working Group
- 5) Curriculum Committee Report
 - a) Pending Policy: Probation, Dismissal & Withdrawal
- 6) Ethics & Grievance Committee Report
 - a) Grade Appeal Process
- 7) Policies for Review and Voting
 - a) Course Proposal/Modification Process
- 8) FS Review of Academic Program Audits
- 9) Academic Calendar

MINUTES

- 1) **Quorum Call:** A quorum of 8 was present to start the meeting.

2) Review & Approval of Last Meeting's Minutes

Change by provost in notes: asked that Ad Hoc Committee rules be reconsidered with regard to grade dispute issues. The Dean of the department should be final arbitrator. The student would take the dispute to the Ethics & Grievance Committee only if there were some question unethical treatment of the student by the instructor.

Vote: 7 yes, 1 abstain

3. Adopt Agenda

a) Provost: Add a discussion of Faculty Senate Review of Programs audit

b) Chairman: Add discussion about the Academic Calendar

Agenda adopted by consensus.

4. Executive Committee (EC) Report

a) Admissions PPMs sent to University-wide Admissions Committee

The EC reported that the University-wide Admissions Committee had received the Admissions PPMs.

b) Policy on Transmission & Use of Student Names & ID

The EC vetted this and suggested that the EC could just write the policy in terms of positive directives instead of negative prohibitions. After extended FS debate, however, the FS decided that this issue was not properly within the FS's agenda and to issue the following statement: The FS defers to the Administration to implement the FIRPA mandates.

Motion for a vote on the statement was presented by Agajeenian, seconded by Galajyan. Votes in favor: 9; against: 0

c) Policy on Regulating Non-Registered Student Access

After some FS debate this policy regarding non-registered student access to university facilities was deferred to Administration. Motion to defer was presented by Knyazyan and seconded by Agajeenian. Vote: yes 9, no 0

5. Curriculum Committee Report

a) Pending Policy on Probation, Dismissal & Withdrawal.

The CC requested more time to present this policy to the FS.

6. Ethics & Grievance Committee Report

a) Grade Appeal Process

The grade appeal process needs to be explicitly stated in the on-line catalogue and should say that grade appeals start with the instructor and, if unresolved, go before the Dean. If the student still feels that a non-academic criterion was applied in arriving at the disputed grade, then issue goes justifiably before the Ethics & Grievance Committee.

The Provost asked that such a policy needs to be articulated by the May 11th FS meeting and then inserted into the on-line catalogue.

7. Policies for Review and Voting

a) Course Proposal/Modification Process

The modified form for Course Proposal/Modification, upon completion of the approval process by the FS, must be deposited with the Provost.
Motion to accept presented by Hambaryan, seconded by Sivasubramaniam. Vote: 9 yes, 0 no

8. FS Review of Academic Program Audits

Academic Program Audits will be shared with members of FS. Upon conclusion of a discussion at next FS meeting regarding commonalities across programs, a Working Group will be constituted to draw up a concluding statement on the reports. After approval by the FS, the concluding statement and reports will be forwarded to the Provost for delivery to the Board of Trustees. Agreement by consensus.

9. Academic Calendar

Questions were raised regarding how the AUA academic calendar is determined. It was pointed out that there seems to exist a natural tension between the academic calendar in the US and that of Armenia, particularly in the area of holidays and commencement. The consensus of the FS is that Administration be asked to reconsider this issue.

Motion to adjourn presented by Sivasubramaniam and seconded by Hovhanissian.
Meeting adjourned at 6 p.m.

Respectfully submitted by R. Agajeenian