

Faculty Senate Minutes
March 30, 2007
4:30-6:00
Room 20

<u>Members Present</u>	<u>Members Absent</u>	<u>Others</u>
V. Bournazian	A. Hamparyan *	M. Lackie
R. Agajeenian	A. Simonyan *	
S. Sivasubraniam	T. Khorozyan *	
K. Hovhannisian	S. Knyazyan *	
G. Mkrtchyan	V. Petrosyan *	
S. Khachatryan		
D. Georgievski		
Y. Amirkhanyan		
L. Galajyan		

Ex-Officio Members Present

H. Armenian
L. Danielian

* Indicates excused absence

AGENDA

1. Quorum Call
2. Review and Approval of Last Meeting Minutes
3. Adopt Agenda
4. Executive Committee Report
 - a) Board of Trustees Approval & Revision of Criteria for Faculty Hiring, Promotion and Retention
 - b) List of Policies Completed
 - c) Prioritized List of Remaining Policies
 - d) Procedure & Practice for Naming of Chair of Standing Committees (Bylaws discussion)
 - e) Agreement on the Curriculum Committee leadership
 - * FS Selection of Chair and Vice Chair of CC
5. Curriculum Committee Report
 - * Suggested Selection of DEP Course Proposal: CTEFL 208
 - ** FS Vote
6. Ethics & Grievance Committee Report
 - * Course Grade Appeal Policy/Form/Procedure – update?
7. Policies for Review
 - * Probation, Dismissal, Withdrawal

MINUTES

1. Quorum Call:

Quorum present: 8 members

2. Review & Approval of Last Meeting Minutes:

Re-draft of minutes:

- a) Why list absent members?

Response: Bylaws require that members who have been absent 3 consecutive meetings resign. This procedure of listing absences allows members notice that this situation has occurred. A discussion ensued about the fairness of this practice, and a consensus was agreed upon to maintain it.

- b) Move to accept minutes: L. Galajyan so moves and S. Sivasubraniam seconds.

Adopted.

3. Adopt Agenda

Agenda accepted by consensus.

4. Executive Committee Report:

(a) Board of Trustees Approval & Revision of Criteria for Faculty Hiring, Promotion and Retention: The Board of Trustees agreed with the suggestions made by the Faculty Senate to changes in the language. (See attached)

- b) List of Policies Completed (See attached)

- c) Prioritized List of Remaining Policies discussed.

By consensus, the Faculty Senate agreed to forward the Admissions PPM to the Universitywide Admissions Committee because it is more within their purview.

(d) Procedure & Practice for Naming of the Chair of Standing Committee (Bylaws discussion): The Chair of the FS explained that, according to the FS Bylaws the FS would select the chair of a standing committee. Also, old Bylaws required that the Chair also be a member of the FS; new Bylaws dropped this requirement, and it is just as well considering that so many individuals fulfill so many roles, the requirement is unduly restrictive. Naming of the CC Chair is an example. As the individual designated for the CC Chair by the FS has declined, the FS Executive Committee sought the counsel of CC members to designate a Chair. There was no further discussion so the matter rests there.

- e) Agreement on the Curriculum Committee Leadership:

The CC members proposed T. Samuelian as Chair of the Committee and P. Sen as Vice Chair. The FS agreed and selected by consensus these individuals to fill the corresponding positions.

5. Curriculum Committee Report

After discussion, the FS voted to accept the DEP course proposal for the new CTEFL course 208, Second Language Acquisition. Vote: 8 ayes, 0 nays.

6. Ethics & Grievance Committee Report:

The Ethics & Grievance Committee reported that there was no need for a new form since grade appeals originate inside the relevant department. If appeals end up outside the department, then they automatically go to the E & G Committee; in fact, this is the rationale for the E & G Committee.

The current procedure is

- (a) Students discuss a grade appeal first with the faculty member involved.
- (b) If this is insufficient, the appeal goes to the Dean of the department
- (c) If this, too, is unsatisfactory, the issue goes to the Provost who puts together an ad hoc committee

The Provost asked that this procedure of an ad hoc committee be reconsidered; a dean should be a final arbitrator, but if a student believes that he or she has been treated

unfairly or unethically, the question of how the student was treated could go to the Ethics & Grievance Committee. The consensus was to ask the EGC to study the process of grade appeals and present their ideas to the FS.

7. Policies for Review

Suggested Policies for Probation, Dismissal, Withdrawal: After a great deal of discussion regarding the current suggestions for this policy, by consensus the question was sent to the Curriculum Committee for consideration.

8. By consensus the FS agreed to cancel the next FS meeting on April 13. Therefore the next FS meeting will be on April 27 as scheduled.

Meeting adjourned at 6 p.m.

Respectfully submitted by R. Agajeenian, Secretary