

**The Minutes of Faculty Senate Meeting  
April 5, 2006  
(from 4:00-5:30)  
Room 23A  
American University of Armenia**

**Presiding**

Vahan Bournazian

**Recording secretary**

Renee Richer

**Attendees**

Purosottam. Sen  
Vahan Bournazian  
Renee Richer  
Ed Bunker (arrived late)  
Karine Muradyan  
Suren Khachatryan  
Theresa Khorozyan  
Tom Samuelian  
Victor Ohanyan  
Varduhi Petrosyan  
Talin Grigorian  
Lucig Danielian  
Lucine Galajyan  
Elisa Kekejian

**Introduction**

A quorum was established and V. Bournazian called the meeting to order and outlined the agenda.

- 1) Adoption of the proposed agenda
- 2) Approval of draft minutes
- 3) Report to Senate from the Executive committee
- 4) Report to Senate from the Standing committees
- 5) FS training on Sharepoint
- 6) WASC deadline review and update
- 7) Workplan for by-law amendment, review, policy review assessment and adoption
- 8) Ex-officio communication (L. Danielian added)
- 9) Student council (V. Bournazian added)
- 10) ICP representation (S. Khachatryan added)

**1) Adoption of the proposed agenda**

Proposed agenda was adopted

**2) Approval of draft minutes**

Draft minutes were approved

**3) Report to FS from Executive committee**

FS was advised by V. Bournazian that the Executive committee (EC) held a meeting on March 31, 2006. In that meeting it was discussed how FS could manage to address the work for the year. The EC chose to use sharepoint to facilitate communication. The EC discussed FS by-law amendments. H. Armenian was consulted on the position of resident head of public health. E. Bunker was designated resident head and the committee formation was accepted by H. Armenian.

**4) Report to FS from Standing committees**

A) Report from the Curriculum Committee was tabled as E. Bunker wasn't present.

B) There was no report from the Ethics and Grievance (E&G) committee as they had not met. However, V. Bournazian suggested that E&G committee should meet to consider mediation and review last years action and procedures and suggest improvements.

**5) Ex-Officio communication**

L. Danielian discussed increasing communication between Deans and encouraging greater input on draft documents.

V. Bournazian asked EC to review section 14 and how best to implement section 14 of the by-laws.

**6) FS training on Sharepoint**

I. Mkrtumyan conducted training on how to access and use the Sharepoint site. A discussion ensued over whether sharepoint is the appropriate medium for archives. The EC should decide who has administrative power on the site and determine the subsites.

**7) Work Plan for By-law amendment**

It was decided by consensus that the EC should review section 14, and decide on the use of the website or sharepoint.

T. Samuelian said that amendment adjustment must take place in sequence and suggested that amendments be put on the agenda for the next meeting. T. Samuelian agreed to distribute by-laws with numbered paragraphs and red-line changes.

**8) ICP representation**

S. Khachatryan suggested that CIS is not directly represented in FS or in committees. However it was suggested by L. Danielian that CIS was represented under engineering and problems with representation should be dealt with internally in the engineering department. Again it was discussed that EC will review section 14 of the by-laws to ensure that the rules of notice are adhered to so that there is greater representation.

**Conclusion**

V. Petrosyan adjourned and P. Sen seconded the motion