

Faculty Senate Minutes
4:00-5:00 P.M.
17 February 2010

Members Present

Arman Vatyan
Aram Hajian
Vahan Bournazian
Byron Crape
Melissa Brown
Gagik Gabrielyan
Tom Samuelian
Varduhi Petrosyan
Tatevik Zohrabyan
Erik Guevorgian
Arthur Drampian

* Indicates excused absence

Members Absent

Emil Babayan*
Irshat Madyarov*
Lusine Galajyan

Guests

Rebecca Carter

Faculty Senate Agenda:

17 February 2010

- Quorum Call

- Approval of Agenda

- Approval of two at-large candidates and representatives of each college

- Faculty Senate elections for 2010 Executive Committee and subcommittee assignments

- Choosing Faculty Senate meeting time

- PR of the AUA policies among students and faculty

- Summary of the on-going presidential election process

- Other business

MINUTES

Introductions

1) Quorum Call

Quorum present

2) Approval of Agenda

The agenda was adopted by consensus (moved to adopt and seconded the motion with no objections).

3) Approval of two at-large candidates and representatives of each college

The elected at-large candidates and the representatives of each college in the Faculty Senate were officially approved and introduced to one another (moved to adopt, seconded the motion with no objections).

4) Faculty Senate elections for 2010 Executive Committee and subcommittee assignments

Before starting the election process, Aram introduced each of the committees briefly to the new and continuing members. Then it was decided to start with each committee separately and describe the positions. Aram explained the responsibilities of the Executive Committee Chair. The remaining roles were clear except for the Parliamentarian, which Vahan kindly introduced to all of us. After the brief introduction of each of the positions in the Executive Committee, the nominations were recorded on the board. All the members of the Executive Committee were unanimously elected, given the fact that only one person was nominated for each position. The new composition of the Executive Committee is:

Aram Hajian (chair); Arthur Drampian (Vice Chair); Vahan Bournazian (Parliamentarian); Tatevik Zohrabyan (Secretary).

Once the Executive Committee members were elected, the subcommittees were briefly introduced followed by the elections. Vahan, as a previous chair of the Ethics and Grievance Committee, explained what the committee was for, the cases and solutions. He said that there has been only one case of grievance in 2006 and in that case the responsibilities of the members were of high importance. However, cases reported are very infrequent.

Aram then explained the role of Curriculum Committee and reminded that there is no election taking place for this committee. The composition of the committee is automatically defined as the resident heads of the departments.

Next, Byron explained the purpose of the Extension Committee. He said that the committee's agenda is mainly concerned with the courses, modifications, self-study, audits, accreditations, quality and many other things. Aram added that one aspect of this committee's purpose is to assist the Extension Programs to uphold the AUA "brand." So, it is sort of oversight or quality control committee. Byron added that currently there are 4 people in the Extension Committee.

The elections of these subcommittees followed the brief description of each one of them.

Ethics and Grievance Committee:

Vahan Bournazian (co-chair), Varduhi Petrosian (co-chair), Melissa Brown, Arman Vatyan, Rebecca Carter

Curriculum Committee (not elected by rather automatically comprised of the deans) :

Tom Samuelian (chair), Hossein Farhady, Lucig Danielian, Aram Hajian, Eric Guevorgian, Varduhi Petrosyan

Committee on Extension Programs:

Byron Crape (ad hoc chair), Gagik Gabrielyan, Erik Guevorgian, Irshat Madyarov

Aram congratulated to all the members for the new positions in the Faculty Senate. He urged the committees to organize ad hoc meetings to discuss open and relevant issues.

5) Choosing Faculty Senate meeting time

It was decided that scheduling the next meeting ahead of time is better. Given the fact that each member is engaged in teaching and other activities, it was hard to get any specific date. Tentatively, we selected March 18th at 3.00 PM for the next meeting. [note that this has since been changed to Friday March 19 at 12:30 PM] However, Aram will send out an e-mail just before the next meeting to finalize the date and time.

6) PR of the AUA policies among students and faculty

Aram brought up the issue of AUA policies which was initially suggested by Varduhi. The issue is that many students as well as faculty members were either not aware of the existing documents and laws in place, or just didn't think it could be real and be taken seriously. The goal is to show what's there and raise awareness about policies.

Rebecca said that they do introduction to ethics and code of conduct during the student orientation. Vahan and Aram also claimed that during the departmental orientation students are verbally introduced to such things. However, Melissa brought up a good point that discussing such issues during the orientation is an overload and gradual approach is perhaps be more effective. On this, Rebecca and Gagik suggested periodical e-mailing to students about the policies in place and how they can be used. Another suggestion by Aram was that student council could be utilized in such cases to spread the word and information to the students. All agreed that some of the major problems of the existing knowledge gap on this issue could be the lack of policy PR, non tech-rich, not interactive, not-vivid and difficult to understand links and documents on policies. Vahan suggested that more thorough consideration on possible ways of raising awareness of policies could be contemplated during the meetings of the Ethics and Grievance Committee.

7) Summary of the on-going presidential election process

Being actively involved in the Presidential Candidate Search and Election Committee, Aram briefly talked about the progress and the further steps. He informed us that the next candidate will be in Armenia next week. Aram assured that he will inform us should any new information come up. Also, he reminded all the participants of the first candidate's presentation to provide feedback, if any. On this subject, Varduhi suggested that the consistency of audience is important and the same people who were present in the first candidate's presentation be present in this one as well to easily and objectively evaluate the candidates.

At the end, Aram thanked all for their time and commitment. He reminded to send any agenda item before the next meeting.

A motion was made to adjourn and seconded without objection.

Minutes respectfully submitted by Tatevik Zohrabyan.