

Faculty Senate Minutes
12:30-1:35 P.M.
19 March 2010

Members Present

Aram Hajian
Vahan Bournazian
Irshat Madyarov
Byron Crape
Emil Babayan
Gagik Gabrielyan
Tom Samuelian
Varduhi Petrosyan
Tatevik Zohrabyan
Arthur Drampian
Erik Guevorgian

Members Absent

Melissa Brown*
Arman Vatyan*
Lusine Galajyan

Other

* Indicates excused absence

Faculty Senate Agenda: 19 March 2010

- Quorum Call
- Approval of February 17th minutes
- Determination of regular meeting dates
- Presidential search update
- Raising campus awareness on policies
- Ad-hoc committee: Editing of the student evaluation forms
- Committee reports
 - Curriculum committee
 1. MCLS Proposal
 2. Graduate Certificate Proposal
 3. Law Department Graduate Certificate Proposals
 - Ethics & Grievance committee
 - Committee on Extension programs
- Other business

MINUTES

1) Quorum Call

Quorum present

2) Approval of February 17th minutes

The minutes of the 17 March 2009 Faculty Senate meeting were adopted by consensus (moved to adopt by Aram and Byron seconded the motion with no objections).

3) Determination of regular meeting dates

The possible meeting dates have been discussed. Give that spring quarter class schedules were already known to all the Faculty Senate members, the meeting dates for the next three months have been determined. The day and time is fixed on Friday at 12.30 pm. The next meeting will take place on April

23rd, then on May 21st, and June 25th. The need for having other meetings in summer was discussed and the possibility of not having any was suggested, although formally we will decide on June 25th.

4) Presidential search update

Aram gave the updates on the on-going presidential search process. Both candidates met with the faculty, alumni, students, provost, etc. The Board of Trustees is now in the process of making the final decision. The results of the search process could be announced next week or months.

The question of whether the a decision will be reached or if the search could go on was raised by Byron. Aram's response was that the general feeling is quite positive, and everyone is hopeful that a president will be named in the near future. He also briefly explained the process of the presidential candidate selection because of the questions raised by Arthur and Varduhi.

5) Raising campus awareness on policies

The issue of making the policies known by both faculty members and students was again discussed. Some of the previously discussed venues (i.e. orientations and student council) were revisited. The EGC was tasked about this at the last meeting and Vahan updated the FS about our discussion.. To make the process smoother and more effective, Tom and Byron proposed having Frequently Asked Questions (FAQ) link, which will include the most common issues and update it periodically. The rationale of having FAQ is that most people (both faculty and students) do not know the policies, and only get to read them when they are actually faced with a problem. Varduhi suggested compiling all the policies into one place to make it more accessible. Aram summarized all the suggestion that include highlighting the policies for important sections, making them user-friendly, uploading a FAQ on the web, grouping them together into one place or making the links accessible from one common section, and sending it to students. However, Vahan reminded all of us that all these are suggestions and administration has to make the changes. In short, authorization issue arises here if we try to not suggest but rather impose a change. Before moving on to the next agenda item, Vahan suggested that plagiarism should be embedded into the Moodle program to automate the checking process.

6) Ad-hoc committee: Editing of the student evaluation forms

The objective of this committee was presented by Aram, following discussions dating back to last year. It includes reevaluating the student evaluation forms. Tom suggested making benchmarking analysis. There were many suggestions as to what the committee can do, but Aram reminded us all that at the preliminary stage, the purpose is to review the evaluation forms. Four members volunteered to serve in this committee, which will start the meetings the next couple of weeks. Irshad was selected as the chair and Eric, Byron, and Aram volunteered as the members of the Ad Hoc committee.

7) Committee reports

- **Curriculum committee** Note that the following proposals were approved by CC and thus sent to FS for approval.

- **MCLS Proposal**

Tom noted that the MCIS Degree program has not been offered for 4 years already. The rationale is that in the mid 90's a master's degree was designed mainly for non-lawyers, but as a result, it confused many potential applicants between MCLS and the LLM programs. The current program, LLM, has the requirement of students having undergraduate degree in law or work in law firms and they have to take LSAT exam. The elimination of the MCIS program, thus, should be formally removed as it has not been active. Vahan moved it to approve, Byron seconded, and the motion was unanimously adopted.

- **Graduate Certificate Proposal**

The program was introduced by Tom. The aim of the policy is to provide guidelines and minimum requirements for certificates offered by AUA Academic Programs. Various AUA Master's Programs offer certificates for discrete instructional modules or a special subdiscipline in their field. The discussion on the policy and specifically the certificate requirements, admission requirements

raised quality issue. Aram stated that this program is also a form of outreach, a good fiscal and identification means. Many agreed that this was a good PR - if some students from other universities want to take a course, then it may be a good outreach and way to attract potential applicants to the program. Other suggestions were that admissions and program requirements should be designed to protect the integrity of those students who are already in the Master's program, which is why Tom suggested to consider separating the certificate program. The certificate program was unanimously adopted.

- **Law Department Graduate Certificate Proposal**

The Law department last year proposed 6 Graduate Certificates as associated with its 6 module curriculum proposal. Tom talked about the program and mentioned that only 20-25% of the coursework taken under this certificate program can be transferred to LLM program. If students want to take more courses, then they should formally be accepted into the LLM program. The certificate program was adopted.

- **Ethics & Grievance committee**

Nothing additional to report.

- **Committee on Extension programs**

Byron said they are working on changing the structure of extension for more effective functioning. Byron suggested that there is no set stone extension model in US universities, so it could be customized to make it more relevant to AUA needs. Aram asked for specifics for the next Faculty Senate meeting.

8) Other business

Nothing to report.

A motion was made to adjourn and seconded without objection. The meeting was adjourned at 1:35 pm.

Minutes respectfully submitted by Tatevik Zohrabyan.