

Faculty Senate Minutes
June 6, 2008
12:00-1:30
Room 26

Members Present

R. Agajeenian
Y. Amirkhanyan
M. Arshakyan
M. Brown
L. Galajyan
A. Hajian
T. Khorozyan
V. Petrosyan

Members Absent

V. Bournazian*
S. Knyazyan
N. Lejter
J. Lyman*
G. Khachatryan*

Other

* Indicates excused absence

AGENDA

1. Quorum Call
2. Adopt Past Meeting Minutes
3. Approval of Agenda
4. Executive Committee Report
5. Ethics & Grievance Committee Report
 - a. Ethics and Grievance Committee procedure regulation
6. Committee on Extension Programs Report
7. Curriculum Committee Report
8. Working group to review the existing withdrawal policy
9. General Assembly (Added item)

MINUTES

1) Quorum Call

Quorum present

2) Adopt Past Meeting Minutes

The minutes of the May 2, 2008 Faculty Senate meeting were adopted by consensus (Robert Agajeenian moved to adopt and Tereza Khorozyan seconded the motion).

3) Approval of Agenda

The agenda was amended to include, at Varduhi Petrosyan's suggestion, an item concerning a future general assembly. The amended agenda was adopted by consensus (Melissa Brown moved to adopt and Robert Agajeenian seconded the motion).

4) Executive Committee Report

Committee chair Varduhi Petrosyan reported that the EC had met to discuss a schedule of faculty activities and the posting of the list of activities on the Faculty Senate website. The FS approved the list of activities proposed by Armen Petrosyan, and agreed that it should be posted on the website, and that FS members should inform their departments of that fact.

5) Ethics & Grievance Committee Report

Ethics and Grievance Committee procedure regulation

Committee chair Yelena Amirkhanyan reported that the grievance procedure regulation prepared by the E & G committee had been revised by legal adviser Sarkis Knazyan based on concerns raised at the May 2 FS meeting. The revised document was then adopted by consensus (Robert Agajeenian moved to adopt, Tereza Khorozyan seconded the motion). Aram Hajian, joined by other FS members, expressed appreciation for the hard work of the E & G committee.

Yelena Amirkhanyan informed the FS that as per the discussion at the May 2 meeting, Dejan Georgievski had reviewed other university documents for discrepancies with the proposed grievance procedure regulation, and now that it had been finalized and approved his suggestions will be circulated among FS members.

6) Committee on Extension Programs Report

Committee chair Aram Hajian reported that the committee had drawn up a policy on course review, with the goal of providing a mechanism of oversight and interaction of the Extension Program with the university that would function along the lines of the curriculum committee. The process for approval of new courses, in force for two years, is to include a proposal by extension, AUA department, or outside organization/institution; completion of a checklist; and review by a department dean as appropriate or the extension committee if course content is beyond the purview of any department.

The suggested policy mentioned that the Extension Program should provide monthly updates regarding courses being taught and proposals under consideration. After some discussion, the FS agreed to request updates quarterly, rather than monthly.

Tereza Khorozyan raised the issue of adding assessment of extension courses to the review process. In the discussion that followed questions were raised as to what kind of assessment mechanism the Extension Program has in place already, how additional assessment might be conducted and whom it should go to. It was agreed to consider the steps as proposed by the CEP, with the amendment of a quarterly rather than monthly update, and to consider the matter of assessment at a later date. The CEP proposal was approved by consensus.

7) Curriculum Committee Report

The Curriculum Committee reported that it had not met this month.

8) Working group to review the existing withdrawal policy

Since members Vahan Bournazian and Nelly Lejter were not present, it was agreed to postpone the report from the working group.

9) General Assembly

Varduhi Petrosyan raised the issue of a 2008 general assembly, noting that last year the GA was held during the summer deans' retreat. It was agreed in a discussion that the June deans' retreat was too soon to plan a GA in conjunction with, and it was tentatively agree to schedule a GA in the week surrounding graduation in early November.

A motion to adjourn was made by Yelena Amirkhanyan and seconded by Lusine Galajyan. The meeting was adjourned at 12:51.

Minutes respectfully submitted by Melissa Brown.