Faculty Senate Meeting

November 25, 2015

* Quorum called 4:37
	+ Present
		- Kevin Adkin
		- Varduhi Petrosyan
		- Tsovinar Harutyunyan
		- Artur Khalatyan
		- Gayane Barseghyan
		- Mikayel Tovmasyan
		- Arto Vaun
		- Ara Chalabyan
		- Irshat Madyarov
		- Aleksandr Grigoryan
	+ Absent
		- Don Fuller
		- Yevgenya Paturyan
		- Arthur Dolmajian
		- Aram Keryan
		- Simon Clarke
		- Hayk Mamajanyan
		- Armen Mktchyan
	+ Guests
		- Provost Rhodes - ex-officio member
		- Aram Hajian - on behalf of Curriculum Committee
		- Melissa Brown - on behalf of Advising Committee
		- Edmund Ghulyan - Admissions
* Approval of the minutes of Oct. 27, 2015
* Approval of the agenda
* Curriculum committee discussion with Aram Hajian
	+ FS approval of BUS177 - sent out via email previously
	+ Discussion of course changes
	+ Senate votes unanimously to approve
* Ad hoc working group on faculty promotion with Aram Hajian
	+ Current AUA Policy: ‘Appointment, Retention, and Promotion and Faculty Titles’
	+ Many working group discussions on “faculty promotion procedures”. A working document has been developed and will be shared with faculty senate in upcoming days for our review.
	+ Policy may need minor revision, specifically the role of the Provost as written in the text.
	+ Further discussion provided by Varduhi, a member of the ad hoc working group.
	+ Further discussion of the required letters of reference, as stated in the document, may be required before the document is finalized and submitted for faculty senate voting.
	+ Provost Rhodes, member of the ad hoc committee, reviews the importance of this policy change for long-term promotional standards. Discussed how this affects current faculty and how this may help the retention and health of the university.
	+ Need to have a discussion of document before next faculty senate meeting.
	+ Send out document to all AUA faculty for their review.
* Executive Committee discussion led by Irshat
	+ Brown bags. Alternate between faculty senate and Student Learning Committee.
	+ How to make faculty senate meetings more efficient.
* Approval of faculty senate minutes from October.
* Ethics and Grievance Committee Arto
	+ Two grievances currently under review.
	+ Discussion of summer session lapse of committee. Senate reminded that current faculty senate members are elected for one year, which includes the summer session (based on the current annual cycle).
* Advising Committee with Melissa Brown
	+ Discussed current work of ad hoc committee for undergraduate advising.
	+ Discussed the appropriate number of students a faculty member can and should oversee. The current number is around 50. Is this accounted for in their contract? How to divide among full time and part time faculty? Outstanding issues for further discussion.
	+ Establishing a timeline for faculty-student meetings throughout the four year period.
	+ First Year Committee will also play a vital role in this student advising process.
	+ Point of discussion for next faculty senate meeting.
	+ FS should re-appoint the Advising Committee for this academic year.
* Extension Committee with Mikayel
	+ Review of wrap-up document.
	+ Meetings to discuss the draft of the new charge and its recommendations.
* Committee with Student Learning with Artur
	+ Committee was unable to meet since the last faculty senate meetings.
	+ Future Brown Bag opportunities (to be discussed again by the executive committee momentarily).
* Ad hoc Committee on Recruitment Packages for Faculty
	+ Committee was developed.
	+ Developing a survey to be distributed among faculty.
	+ Benchmarking with other institutions.
	+ Will have points to review for next meeting.
* Graduate Admissions document updated Edmund
	+ Policy has been updated with specific text for admissions. Most changes were editorial. Document was shared for review.
	+ Changes to a minimum GRE and TOEFL scores for acceptance to AUA.
	+ Conditional admittance and wait-listing conditions and text had significant changes since last faculty senate meeting when these topics were discussed.
	+ Need to work on alignment of courses with Extension.
	+ Committee voted for approval. Unanimous vote for approval.
* Brown Bags
	+ Student Learning Committee and Faculty Senate will alternate the leadership of Brown Bag on a monthly basis.
	+ Faculty Senate will lead for first week of February and first week of April.
	+ Potential topics: retention and promotion
	+ Can send email to request topics that faculty would find of interest. Student Learning Committee is going to send an email so perhaps they can also ask on behalf of Faculty Senate so faculty do not receive duplicate requests.
* Meeting ends at 5:40p

Minutes taken by Kevin Adkin.