ACADEMIC SENATE MEETING     August 21, 2012

In attendance: Christopher Hall, Brian Bowen, Albina Balidemaj, Shpend Ahmeti, Julia Norrgard, Edmond Muhaxheri, Rineta Hoxha

I. Call to Order
JNorrgard called the meeting to order at 10:05.

II. Welcome/Rules for Guests
JNorrgard welcomed guests and senate members to the meeting. JNorrgard also went over rules for guests.

III. Prior Meeting Minutes (May 18, 2012)
BBowen Correction on the third page, fourth paragraph (change from “now that she is free” to “when she is free.”
Motion to accept May 18, 2012 Minutes (as corrected) by ABalidemaj, seconded by EMuhaxheri.

Motion carried.

IV. Old Business

AUK Syllabi Standard – EMuhaxheri

EMuhaxheri stated that the process of creating conformity of the syllabi has been a useful exercise toward accreditation. The objective is that there be the same information in all of the syllabi across the courses. There have not been a lot of responses from faculty and about half of the syllabi are in the correct format now. By September, there should be pretty good compliance. EMuhaxheri said that they should be sent to Lindita, not to him.

National Holiday Observance – SAhmeti

SAhmeti noted that the Academic calendar has been printed, but according to our last meeting agreement, the President should send the list of approved holidays before the printing. It is important to formalize the process and Student Government should be informed as well.

V. New Business

Minimum teaching load for Full Time Faculty (buy-outs) - BBowen

BBowen raised the issue of Full Time faculty who raise funds to do research and get Equivalency Sections as replacement for teaching sections. As this is primarily a
teaching institution, how much should faculty be able to buy out? How much should we expect as a teaching commitment?

Should there be a minimum number of sections required – suggesting at least 6.

SAhmeti said that the issue should go before the faculty for discussion before the Senate makes a decision.

EMuhaixer asked what happens if there is a highly regarded research person who only wants to teach one section and could get funds to cover all the equivalencies.

CHall noted that David Eustice’s question (in a recent email) regarding “what is research?” was relevant to this issue.

BBowen commented that this issue is really only to cover the next 12 months as the semester change will require that everything be re-thought.

SAhmeti suggested that the term should be “half time” rather than a set number of sections, which could cover semesters as well.

BBowen will put the issue on the agenda for the fall faculty meeting.

**Observance of the death of a student – SAhmeti**

SAhmeti noted that the school needs to properly recognize the death of Gresa Besimi this summer. Most faculty were out of the country, so there were few students and only one faculty at her funeral. He recommended a minute of silence.

JNorrgard suggested that the first Wednesday of the school year (at 12:00) could be used as a memorial – sound equipment could be set up on the Ma Belle porch so that CHall, concerned students, and faculty could say a few words, and then have a minute of silence.

RHoxha agreed to identify appropriate students to speak and Ilir Ibrahimi agreed to handle the arrangements and the announcement to the students.

**Senate Elections - JNorrgard**

JNorrgard described the process for the election of the next Senate as set out in the Charter. The Academic Director provides an official list of faculty (both Full Time and Part Time), ballots for each are prepared. The election must be held on the first Friday of fall quarter, which coincides with the date of the Faculty Meeting. The Senate and ex-officio members supervise the counting of the ballots and the results are published at the end of the day.
JNorrgard will email the faculty regarding the election and include that there will be an opportunity to discuss the possible changes to the Charter at the Faculty meeting on September 7. BBowen will include this in the Agenda for that meeting.

VI. Call to Adjourn

Motion to adjourn the meeting by SAhmeti, EMuhaxheri seconded.

Motion carried.

Meeting adjourned at 10:30