

ACADEMIC SENATE MEETING February 11, 2011

In attendance: Julia Norrgard, Shawn Sturgeon, Edi Muhaxheri, Eranda Aliu, Mrika Kotorri, Hana Sahatqija, Richard Castleberry, Chris Hall

I. Call to order

JNorrgard opens the meeting by welcoming guests. Went over rules.

II. Last Meeting Minutes

Discussion about last meeting's minutes. JNorrgard points out that the first initial and surname will be used in order to avoid confusion in the future. Motion by MKotorri to approve minutes. Seconded by EMuhaxheri.

Motion carried.

III. Comments by President Hall

CHall met with RIT's President Destler and Provost Haefner and discussed the next renewal of our contract, which will probably be for at least 4 years. Also he announced the opening of the "Blue Space" gallery and student lounge, which during exhibitions of art will, for security reasons, have limited opening hours from 10:00 to 16:00. CHall discussed also about the possibility of partnership with the University of Mississippi. We are discussing with Mississippi's Meek School of Journalism and New Media a potential Master's program in journalism and business communication.

IV. Comments by Academic Director Sturgeon

SSturgeon mentioned the need to do a grid plan very soon because the semester conversion will happen in 2013. There is a need to make a schedule for all the courses for the following years and arrange a template. A small group will be formed to deal with this. Waiting a response from Student Services with regard to what courses are considered professional and general. Courses will not change until the semester conversion happens, but there may be an add in concentrations. After the semester conversion all the courses will change.

V. Website

There is going to be a part in the website with minutes, policies, charter, and agendas. JNorrgard showed the first draft of the website. A member of the Media Center took a picture of the members of the senate, and this picture will be on top of the Academic Senate section of AUK website. JNorrgard will send out the link of the website to the senate members and will wait for feedback and any suggestion. JNorrgard will work with Rrezarta to work on the approved policies. SSturgeon will keep a copy of the shared file.

VI. Charter

Amendment to the Charter to be dealt with in the next meeting. Any needed correction in the charter will be taken under consideration in the next meeting.

Groups Representing AUK

Discussion about another group of students going to a Model UN in Bosnia. This group is not representing itself as AUK. However, for the future, AUK has to be careful about these groups because there could be problems if such groups cause embarrassment to AUK. Some comments regarding the organization of the groups representing themselves as AUK should be put in the AUK Undergraduate Bulletin. HSahatqija will search for an appropriate place in AUK Bulletin, draft a statement covering this and bring to the Senate for review and approval.

VII. Policy Reviews

Items discussed

1. **Faculty Portfolios:** SSturgeon noted that proposed section D should be removed because it does not really belong in this policy. It has more to do with other issues. CHall and SSturgeon will need to draft a separate policy. No motion needed.
 - a. Who will be in charge of faculty portfolio evaluation, should it be the faculty chair? It should be under the portfolio chair.
2. **Faculty Hiring:** scheduled for the next meeting. RCastleberry will review and bring up for discussion.
3. **Academic Program Profile:** SSturgeon explains is all part of an accreditation program which begins with the mission statement, then goes to an academic program profiles. Should work in the mission statement, program profiles and level of courses. Also, there should have some work done on the language itself. Scheduled for the next meeting.
4. **General Education:** Scheduled for the next meeting.
5. **Writing Across the Curriculum:** Scheduled for the **April** meeting.
6. **AUK Scholarship Policy:** Section 4.4 on the bulletin says "All AUK Scholarships ... (12 credit hours minimum per quarter)". The problem is that AUK students who need less than 12 credits to graduate lose their scholarships. The policy needs to be revised to

"All AUK Scholarships are awarded at the time of admission and are continued through the student's four-year program if the student maintains a 3.4 GPA and a full-time program of study at all times (12 credit hours minimum per quarter) **except for seniors, who remain otherwise eligible, but who have less than 12 hours remaining to graduate.**" Motion made by RCastleberry. Seconded by EMuhaxheri.

Motion carried.

7. **Curriculum Development Policy:** EMuhaxheri will redraft introductory paragraph of Section C of the policy, and then discuss it with SSturgeon, if necessary with CHall. No need for a motion.

VIII. NEW Business

Senior Projects: EMuhaxheri opens the discussion about this and suggests replacing it with an exit exam. CHall says that it is not customary in American system.

Assessment Plan: SSturgeon suggest to have an exit survey, for all departments (ex: library, faculty) EMuhaxheri recommends to have the survey with the students in their freshmen year and then in their senior year so we can see how well students are prepared from their courses. MKotorri suggests doing it electronically. Discussion scheduled for next meeting.

Motion carried.

IX. Faculty Office Renovation

Faculty office renovation will begin on Thursday, exam week. Professors will have boxes to pack their things. JNorrsgard has the design if anybody wants to have a look at it. In the bookcase area there will be a space to put the printer, color printer and the copy machine. In the place where printer is will be some tables where professors can have meetings with students.

X. Housekeeping

March 11 meeting is scheduled at 10:30, because it conflicts with the Faculty Meeting. May 13 meeting not affected, because Unit Head meetings are now on Thursday.

Motion by RCastleberry to adjourn. EMuhaxheri seconds.

Motion carried.

Meeting dismissed at 10:50 a.m.