

## **ACADEMIC SENATE MEETING - October 21, 2011**

In attendance: Chris Hall, Brian Bowen, Julia Norrgard, Richard Castleberry, Eranda Aliu, Ilir Ibrahim, Edmond Muhaxheri, Taulant Ramabaja, (Lynne Welton, Besnik Bislimi, Michael Waschak, Lindita Bicaj)

### **I. Call to order**

JNorrgard opened the meeting at 10:05 and reminded those present that only Senators and ex-officio members can speak and only Senators can vote on motions.

### **II . Prior Meeting Minutes**

Motion to accept the Minutes of the September 23, 2011 meeting by EMuhaxheri, seconded by RCastleberry.

Motion carried.

### **II. Comments by Academic Director Bowen**

BBowen expressed his appreciation for the hard work of Public Policy for developing the comprehensive grading policy draft. He highlighted the 5 recommendations of the draft and stressed the need for “moderation” and “consistency” between Units. It was decided that action by the Academic Senate at this time would be premature.

### **III. Old Business**

**Faculty Fund:** EAliu presented the draft policy of the AUK faculty fund which would support students in need including future professional development opportunities. It is still undecided as to whether student government should have representatives on the committee, however EAliu was in favor of this. Decisions regarding the committee should be made in the next two weeks. JNorrgard expresses concern about how faculty members would be able to make contributions to the fund, stating that she was told that a form given to the Finance Dept. would be cumbersome due to paperwork workload concerns it would create for the Finance Dept. RCastleberry suggested that the committee report about the distribution of the funds. JNorrgard amended the draft document to include: “Periodic reports will be made by the committee.”

EAliu motioned to accept the draft as policy, EMuhaxheri seconded.

Motion was carried.

**AUK Website Renovation:** RCastleberry reported that his attempts to put together a committee met with a lack of enthusiasm. TRamabaja confirmed that a limited number of students showed interest. It was concluded that Ilir Ibrahim and Rrezarta Xhaferi would continue to work on the website and no committee would be formed. RCastleberry will email staff and faculty requesting feedback but indicate that it should be directed to Ilbrahim.

**Retail on Campus:** RCastleberry reported that retail would not be handled by the Academic Senate, but student groups would be instructed to bring requests to Ibrahim's office. Thus the issue was taken off the Senate agenda and given to the Chief Operating Officer.

**Charter Revision:** JNorrgard reported that Monday Oct 24 at 17:00 would be the deadline for revisions. Those who were unable to submit their feedback and suggestions by this time would still be able to do so at the general meeting to discuss the charter Friday Oct 28 from 16:30-18:30 with a reception following. The need for a second session would be decided then depending upon how much was accomplished at the Oct 28 meeting.

#### **IV. New Business**

**Faculty Categories:** BBowen reiterated the need to define "full-time" and "part-time" faculty, defining "full-time" as 12 sections including equivalent sections and "part-time" as a maximum of 6 sections a year. This will be an important issue for faculty currently teaching 7 or 8 sections and international visiting faculty, including those from RIT. CHall suggested that additional categories be created to cover these cases.

BBowen also brought up problems with faculty lateness and the cancelation of classes, as well as, the need for all faculty to fill-out conflict of interest statements.

It was decided that the Academic Senate was not ready to motion on the subject yet.

**Academic Units and Unit Heads:** The consolidation of four Units into one was discussed and it was agreed that it would be better to have two Units made up of two existing Units. The responsibilities of the Unit Heads still need to be clarified. JNorrgard suggested that the appointment of new Unit Heads should be agreed upon by the Units themselves. Concern was raised that there would be a lack of motivation for faculty to volunteer for the position.

RCastleberry motioned to accept the Academic Units and Unit Heads with the language left as is. EAliu seconded.

Motion carried.

#### **V. Other Business**

EMuhaxheri raised concern about winter classes which were canceled. This will keep some students from graduating early, having to wait and take these classes in the spring, which will also make it difficult for them to reach full-time status. RCastleberry also raised concern about a lack of Summer School in 2012. However BBowen assured that English and Math courses would not be eliminated, although other classes will be added on a cost/benefit bases

CHall brought up the issue of Thanksgiving departure dates for the American faculty. Professors leaving early may cause exams to pile up and should remember that they are paid to be available to students after exam scores are published.

RCastleberry requested that faculty be informed about course evaluations as they will interrupt teaching.

BBowen requested a deadline for defining “full-time” and “part-time” staff by the next Senate meeting. JNorrard added this to the agenda.

TRamabaja brought up the issue of holidays. Students have been discussing that holidays declared by the government of Kosovo should be in the AUK schedule, including Nov 28, which falls on the Monday after the Thanksgiving holiday. This would mean losing the first day of classes of the new quarter.

#### **VI. End of Meeting**

EMuhaxheri motioned to adjourn the meeting, RCastelberry seconded.

Meeting was dismissed at 11:10.

The meeting was followed by a discussion of the draft grading policy.