

A.U.K Academic Senate

Meeting Minutes

Friday, May 6, 2016

10:00 – 11:00

President's Office, A.U.K

Members of A.U.K community (staff, faculty and students) are welcome to attend.

Members attended: President Thompson, Vice-President Daniel Cosentino, prof. Mimoza Mustafa, prof. Mimoza Polloshka, prof. Xhevahir Kolgjini. Also present: prof. Lorraine Pinnell (chair of Curriculum Committee), prof. Mark Baskin.

Minutes taken by: Alketa Bucaj

10:07 Welcome/Rules for Guests

- Chair of Senate, Mimoza Mustafa, calls the meeting to order.
- Invites President Thomson for comments.

Comments from A.U.K President Thompson

- Board Meeting on Thursday after the commencement ceremony.
- Main issue that will be discussed in this meeting is the budget, since the budget committee was unable to reach a quorum.
- We can officially start to brand our institution with the RIT name which will be consistent with other RIT campuses.
- Number of fall applications has significantly increased for this year; mostly because of the extensive media campaign.
- Last remarks regarding the senate work during this year.

Comments from Vice-President Cosentino

- No comments at this point

10:14 Approval of minutes from last meeting

- All members in favor of approving the minutes.
- Minutes approved.

Briefing on RIT Global Faculty Governance Forum

Mimoza Mustafa:

- Daniel Cosentino, Mimoza Mustafa and Robert Muharremi were part of Global Faculty Governance Forum. They participated in several meetings, met with global education task force, academic senate committee, had individual meetings with specific departments at RIT, attended the curriculum committee, and had a group dinner with everyone involved.

Daniel Cosentino:

- RIT has 9 colleges and many hundreds of faculty to organize; this shared governance is a well-functioning system.
- This was the first initiative to bring together all campuses from Jim Myers, from all campuses only China was not present.
- Our campus did not develop an academic senate until 6 years ago. While conducting the presentations, we saw that we had some developments in each of the main areas.

Daniel Cosentino:

- We will begin this year with policies for ranks and promotion.
- All international RIT campuses have issues with rank and promotion due to laws in their respective countries. Croatia has similar problems on laws of high education as Kosovo, where laws seem to favor public institutions.

Research

- RIT has moved from a master institutions comprehensive to a doctorate institution and a research institution.
- This forum was the first time RIT outreached the global campuses and tended to approach all campuses as one large RIT campus.
- One possibility discussed was; tenured or full professors should develop a strategy to bring students along and do research on global campuses.

Policy development and implementation:

- Each campus has its own policies, usually drawn from the RIT policies but altered based on the country where the campus is located.
- RIT Kosovo should provide these policies in the web or the academic bulletin. Everyone would have the chance too look at the book in order to know how to operate.
- Creating these policies would benefit the institution.

Strategic plan

- RIT Kosovo has a strategic plan, but it is very likely that the new president will publish a strategic plan for next several years.
- Next step is to create a standing committee and an official committee of the academic senate, in order to communicate with the global campuses governance.
- Each year there will be an attempt to bring together faculty from other campuses.

Mimoza Mustafa:

- The discussion at the RIT Global Forum was mainly about faculty mobility and student exchange; we will see how this can be arranged, probably through summer courses or something similar.

Daniel Cosentino:

- Curriculum committee work is important, we need to see how do courses get developed in the campuses, and arrange a communication chain with the liberal arts department in RIT
- RIT wants to draft policies that deal with curriculum and developments for global campuses. I did not sense any resistance from the participants; it will be very good for RIT Kosovo and will serve as a handbook.
- One possibility discussed was to not to introduce just one major, but a double major. We will have to see what those chances are and bring them to the curriculum committee for review.

Daniel Cosentino:

- During our presentations at RIT we talked about the Summer Program and how we are developing it. We need to contact the Vice Presidents of other campuses and see how we can get exchanges. One idea is to develop a summer program with exchange of faculty; cross campus exchange. This was brought up a lot by Dubai, a possibility mentioned was to do a faculty exchange for a short time period of 2 weeks or something similar.

Lorraine Pinell:

- We used to call this the flying professors system.
- I have a question about procedure, for example if I had an idea about a course with some colleagues in other campuses, do I write directly to them or are there other steps that I need to follow?

Daniel Cosentino:

- In order to develop a new course, we now have a policy which is like a handbook. But for proposals, it is possible to exchange ideas with colleagues. There is nothing wrong to attempt to create connections, and then we would try to implement it. No formal procedure to initiate the collaboration, it can be collegial.

10:36 Implementation of Faculty Policy Handbook (Chapter I) on Faculty Titles

Mimoza Mustafa:

- Faculty staff with A.U.K contracts has requested to have their contracts in line with this policy about titles.
- I will let the Vice President discuss this more thoroughly.

Daniel Cosentino:

- Page 4 of the handbook talks about faculty titles and ranks. On page 8 it is stated that from next year, those who have been working here for 6 years and more and have a terminal degree will have the title *Assistant Professor*.
- My recommendation to provide faculty with titles in the contract will be based on this policy; there are no financial problems since these are just titles. However, we need to check other implications; what does that title mean in Kosovo; does it have implications with the Bologna protocol; and some questions.
- It looks like most of the operations for ranking and promotions are being merged and the same rule will apply to all campuses.
- Those who have terminal degrees from next year their contract will read *Assistant Professor*.
- We will send this document to HR department to look if there are any implications. I will make the recommendation that states that this is how the contracts should read.

10:43 KAA site visit – Institutional Reaccreditation Procedure

Daniel Cosentino:

- The visit will be at the same day when the commencement ceremony is. One advantage is that we have everyone on campus during that day, and we are well informed.
- We have Jim Myers and Sendy Johnson on campus. They will meet with students and discover developments in student life.
- I will send necessary and sufficient data for discussion, there will be documents sent to faculty, and selected students.
- We are going for institution accreditation not program accreditation. These have been addressed in our application to KAA, which includes recommendations from the last inspection and the progress we have made
- Some of the recommendations from the last inspection included the following: Mission Statement, Organization and Management, Development Plan, Quality Management, Internationalization etc.
- The meeting will be from 8-12, from 8-10 they will meet with the management, from 10-11 with faculty, and from 11-12 with students.
- We will send a document that summarizes what information was sent to the KAA and what needs to be discussed during the inspection.

10:50 AOB

Lorraina Pinnell-

- I was unable to attend the faculty retreat due to medical reasons, and there it was discussed about the curriculum committee.
- Daniel gave me a draft of what the RIT committee is working on, and I really like it. I have been part of curriculum committees for many years; the curriculum is a secret for every university. Thus, any changes, adaptations, adjustments in the curriculum are equivalent to an act of God.
- I have to agree that that is how it has to be done but it will not be easy. You cannot just add one course,

because one course will take at least one year, whereas a major or program will take more than 2 years. So, this will be very difficult for the committee.

Daniel Cosentino:

- I would like to thank you Lorraina for your work and service, the document you prepared for the English department gave us a good footing when discussing at RIT.
- The standing committee needs to be refreshed.
- I would also like to thank Mimoza Mustafa for her diligence and service; she did a great job and represented us in a very good way at RIT.

Lorraina Pinnell:

- I would like to raise another point, which can be also discussed in other senate meetings. I want to know whether we, the faculty colleagues, could be more involved as experts when new staff is hired in order to decide whether they are qualified to teach that course or not.
- The committee here will recommend a new person to teach a new course; that recommendation should involve the opinions of experts from the discipline when deciding for a new faculty member.

Daniel Cosentino

- For any new recruitment, a committee is formed, CV and related materials are reviewed and then a recommendation is made. Largely from this you can see who is qualified.
- If there are qualified applicants, recommendations from the faculty staff here will be included. However, the ultimate authority comes from the Liberal Arts College at RIT; the recommendation goes to the Dean, who then approves it.

10: 59

Mimoza Mustafa:

- Thank you everyone, for all the contribution in the senate this year. I have prepared a short report, which I will send to you. This report summarizes our main activities during the year and I would like it if you could send some comments.

11:00

Meeting Adjourned