

**A.U.K Academic Senate
Meeting Minutes
Friday, April 08, 2016
10:00 – 11:15
Room 401, A.U.K**

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

Members attended: President Thompson, prof. Mimoza Mustafa, prof. Mimoza Polloshka, and, prof. David Eustice.

Minutes taken by: Festa Kusari

Welcome/Rules for Guests

- Call to Order - Mimoza M calls the meeting to order.
- Public is welcomed, but cannot say anything.

Comments from A.U.K President Thompson

1st Item

- Presidential search to replace me.
- 3 candidates visited campus.
- I have not been directly involved in the process; however I assisted the board, setting up, and getting information to candidates and board members.
 - I don't attend the meetings- do not know the exact status.
- Coming to a closure very soon.
- Board is working on it.
- A prominent thing I have mentioned to all candidates is, after a new president has been elected, best for everyone to make the transition as quickly as possible.
- Elected candidate can come earlier than June 30th- when my contract ends.
 - Get a chance to get involved in budget planning for next year
 - Attend the graduation ceremony.
- Representatives of RIT will be present at the graduation ceremony.
- Vice President Daniel Cosentino and I will represent A.U.K at the ceremony
 - However if the elected candidate arrives, he/she can replace me in the graduation ceremony

2nd item

- Good News – though very cautious about interpreting the result.
- The goal is to increase the freshman enrollment number by 30% compared to previous years.
- As of now, applications are up and over 70% compared to last year.
- However this does not speak about the quality of applications.
- Utilized social media this year, in order to reach more prospective students.
 - Successful- more applications result
- Utilizing primarily social media.
- Other methods are too costly to use.
- This year will determine if we can reach other audiences through social media - and if those audiences will actually come and enroll to A.U.K.

David E (AOB item but discussed in the beginning due to president's presence):

- Issues with RIT personal folders security, in New York.
- Some RIT personal staff information went missing.
- Bring up an issue for our personal information here.
- A good idea to get a secure office for Lindita (faculty manager office).
- Considering she keeps our personal information safe and secure - to avoid such issues happening to A.U.K.

President:

Not just securing her office, but find other ways that confidential data can be kept confidential.

- To follow-up with the administration on the issue.

Comments from Vice-President Cosentino – /

10:10 Approval of minutes from last meeting

- All members in favor.
- **Minutes approved**

10:15 Faculty Employment Chapter - Discussion on procedure and implications

Mimoza M:

- Point 5. Faculty Promotion and Rolling Contract (Chapter I of RIT/A.U.K Faculty Policy Handbook) is quite clear and explanatory. Though it is worth discussing it among us and other faculty for further clarifications/explanations if required, as well as possible implications.
- No faculty sent any individual question (though the e-mail was sent to them). Hopefully they will respond and get some questions.

After discussions among senate members, present in the meeting, the below questions/concerns were brought up:

1. In our current contracts the position is Instructor. Does this mean that in order to apply the policy and promotion procedure, faculty with terminal degree will automatically be treated as Assistant Professor, and faculty with no terminal degree as Lecturer (despite the position title in contract)?
2. If the deadline to submit the dossier is 31st of May 2016 (based on VPAA e-mail), does this mean that successful applications will start being effective at the beginning of next academic year 2016 – 2017?
3. The previous question relates to the other one: When will be elected Promotion Committee (*based on the Policy Handbook it should be elected at the first fall faculty meeting*)?
4. At point 5.1 *Eligibility* there is a need for clarifying the first paragraph with regard to ‘*up to two years of credible service elsewhere may be applied toward years in rank*’. How this is going to be decided? Creating a committee or similar? (*This applies to full time faculty with less than six years of experience in A.U.K*)
5. At point 5.2.3 *Application Dossier, Tab 4: Annual Evaluations for the Years of Consideration*, does it imply to last 6 years? Do we have previous ad-hoc evaluations in our files?
6. At point 5.2.3 *Application Dossier, Tab 5: Letters from A.U.K Faculty (provided by VPAA)*, does it mean the VPAA is in charge of asking faculty in writing letters for colleagues that are applying for promotion and/or rolling contract?
7. If application is successful, especially in case of promotion, what are the implications? Are there any financial implications, reduction in teaching load or similar?

Action Item

- **Send these questions to all Faculty and give them some time to give as feedback or ask additional questions/concerns before Faculty Retreat on Friday, 22nd of April 2016.**
- **Forward these questions to VPAA Cosentino, so we can discuss them during Faculty Retreat.**

10:40 Informing the Senate on Global Faculty Governance Forum at RIT

Mimoza M:

- First time that RIT Global is organizing this forum for RIT Global campuses.
- Dubai and Croatia Campuses will be represented.
- A.U.K will be represented by: VPAA Daniel Cosentino, Chair of Senate Mimoza Mustafa and Faculty Representative Robert Muharremi (Public Policy Faculty).
- Professor Robert Muharremi will be participating– Public Policy Faculty- because there is a plan to introduce a Public Policy major in the future.
- Intensive agenda with lot of sessions organized such as: assessment, curriculum and accreditation process; showing to RIT Academic Senate the shared governance models we apply in our campuses; individual department meetings, etc.
- I considered you should be informed on the forum and we are open for suggestions/comments, if any.

David E:

- More cooperation from international campuses.
- Rotation around campuses - exchanges of students between RIT Campuses.

Mimoza M:

- We hope this Forum will be a starting point for such collaborations, exchanges among RIT campuses: students and faculty.
- Hopefully it won't be a one-time thing.

10:50 Faculty Development Center – Faculty expectations for next academic year

Mimoza P (coordinator for Faculty Development Center – FDC):

- I am expecting that I will get requests and emails from faculty about their expectations for the next academic year.
- Next activity to organize; talk with IT department and library about the resources we can use.
- Put these activities with Rreze on the AUK website, and agenda for next year.
- Feedback from faculty will be helpful - we can put those activities for next year, because there's no time for this year.
- Start from September - mostly presentations from faculty, in mean time if we have other suggestions.
- Budget constraints - US Embassy grant for the Faculty Development Center was only for the initial process of establishment.
- Apply again for the same grant - however the US Embassy informed me that they do not have money or budget for this year.
- Work with our administration regarding this issue.

David E:

- USAID grants - check with them.

Mimoza M:

- During the Faculty Retreat to get an idea of what faculty expected form the Faculty Development Center, so that we can use that information to plan for next year – that would be helpful for faculty and students.

Mimoza P:

- Get that information before the Faculty Retreat so that we can discuss during the Retreat – feedback and questions.
- Limited resources - get the best out of it.

11:00 AOB

Mimoza M:

- Decide about the last senate meeting, since most of the members are not available on 12th of May 2016 (the date of last meeting assigned at the beginning of academic year).

- Suggestion: 6th of May 2016 (Friday – final exam week).
- Almost everyone is available.
- **Schedule that meeting**

Action item:

May 6, 2016, 10:00, the last Senate Meeting for this academic year.

Meeting adjourned