



**Senate Faculty**

**Meeting Minutes #21**

**DAY:** Thursday, September 16

**TIME:** 11:00 am-12:00 pm

**LOCATION:** Online using GoToMeeting

**FACILITATOR:** Dr. Abu-Raqabeh

<b>Attendees</b>	Dr. Faruk Taban (non-voting member), Dr. Tawfiq Abu-Raqabeh (Business Administration), Dr. Ann Marie Smith (EDUC), Dr. Karman Kurban (at large – EDUC), Dr. Harun Yilmaz (at large – EDUC) Mr. Pete Tijerina (at large -EDUC) Shweta Shroff (Library) Mr. Ihsan Said (Computer Science), Mr. Jason Villanueva (GLS)
<b>Members Absent</b>	
<b>Approved previous meeting minutes</b>	No meeting minutes available
<b>Meeting minutes agenda #</b>	<ol style="list-style-type: none"><li>1. Instructor copyright (Dr. Abu-Raqabeh).</li><li>2. Recruitment of new students (Dr. Smith)</li><li>3. Taking attendance, checking absences, identifying at-risk students (FT)</li><li>4. International Collaborations Committee (FT)</li><li>5. Academic Advising (FT)</li><li>6. OER course information provided to students (FT)</li></ol>
<b>Discussion and Explanation to the agenda presented.</b>	<ol style="list-style-type: none"><li>1. Dr Abu-Raqabeh discussed his course design, the length and depth of course design, and explained that a course he designed was given to another instructor to teach. Instructor copyright was discussed, and issues of responsibility for course design when teaching and not teaching. Dr. Taban shared the policy from the faculty handbook that states that NAU “owns all copyright to course materials. . . “</li><li>2. Dr. Smith asked about student recruiting activities while emphasizing the shortage of students in English and math education. She also mentioned a teacher shortage in the communities. Dr. Taban suggested that the pandemic was inhibiting a lot of in-school recruiting activities, but we could alert admissions about the shortages in certain areas and in the community. Dr. Kurban mentioned Harmony Schools programs that help their own students to become teachers. Other ideas for recruitment were discussed.</li><li>3. Dr. Taban emphasized the importance of taking attendance for tracking at-risk students and for census date. Students not attending will be withdrawn. Dr. Taban explained that we need to take a proactive approach to helping at-risk students. Mr. P. Alvarado and Mr. Yildirim are working on student support with the help of faculty. Dr. Kurban requested a list of athletes and absence</li></ol>



	<p>dates, and Dr. Taban explained that lists would be sent out by coaches. Jason discussed his attendance in GLS and enrollment.</p> <ol style="list-style-type: none"><li>4. International Collaborations Committee—Dr. Taban explained that Dr. Abu-Raqabeh and others are working on a conference for 2022. There was a successful conference in 2021. Meetings have been occurring and are ongoing.</li><li>5. Dr. Taban said we are trying to get about 50 percent OER textbooks for students. Asked faculty senate to be an advocate for OER, ECM, and other free textbooks.</li></ol>
Next Meeting	<b>October 21, 11:00 am</b>
Recorded By	<b>Ann Marie Smith</b>
Adjourned	<b>Meeting was adjourned at 10:55 am.</b>