



Senate Faculty

Meeting Minutes #3

DAY: Friday, October 18, 2019

TIME: 11:00 – 12:00 pm

LOCATION: Room 847

FACILITATOR: Dr. Abu-Raqabeh

Attendees	Dr. Faruk Taban (Provost), Dr. Tawfiq Abu-Raqabeh (Business Administration), Jason Villanueva (GLS), Dr. Ihsan Said (Computer Science), Dr. Ann Marie Smith (EDUC), Shweta Shroff (Library), Dr. Karman Kurban (at large – EDUC), Dr. Harun Yilmaz (at large – EDUC), and Dr. Wendy Schulze (at large – EDUC)
Members Absent	N/A
Agenda Items	<ol style="list-style-type: none">1. Approve the minutes from previous meeting2. Continue reviewing and editing the Senate Constitution and handbook3. Upcoming commencement ceremonies4. Testing Center for students with disabilities (Student Services or Library)5. New courses - Nursing Program6. Replacing Moodle with another system7. Pension Plan or Retirement Plan<ol style="list-style-type: none">7.1. Defined contribution plans7.2. Defined benefit plans8. Field Trip (educational)9. Q and A
Current Business	<ul style="list-style-type: none">• Minutes from previous meeting were approved and accepted.• Discuss upcoming graduation plans with Dr. Taban.• Senate faculty approved a motion to confirm a concern with the school meeting ADA compliance (website, testing, online courses, at least one set of bathrooms) to Dr. Taban, Student Services, and Facilities departments. Perhaps in the future the school should consider having an ADA counselor to ensure legal compliance. Dr. Abu-Raqabeh will discuss this with Dr. Taban.• Nursing coordinator has resigned, so another person will need to be hired.• Hiring Committee – Dr. Abu-Raqabeh asked whether a member of the Senate should be part of the search committee. Many universities have Senate Faculty members as part of the hiring process. Perhaps the Senate should make someone available as needed. Discussed and not approved at this time.• Moodle will be replaced with Jenzabar over the course of the next year. Dr. Said shared that if there are issues with the transition for academics, it might be possible to use Canvas.



	<ul style="list-style-type: none"> • Communication – how would it be possible to schedule events, to reduce time conflicts and send notifications earlier? Dr. Said shared that NAU is looking at options for updating website. • Field trips – Dr. Abu-Raqabeh has met with representatives from Farouk System, which will take NAU students for unpaid internships. • Pension plan through Principal – check with Anita with any questions. • Follow up with Dr. Taban on recommendation made during all-staff meeting to have the Admissions office staffed on a full-time basis. • Constitution – updates will be tabled until the next meeting. • Discussion about how to share meeting minutes with NAU staff and how to notify them about upcoming meetings. Mrs. Shroff suggested making a Shared Folder and uploading PDF of approved minutes so that it can be shared with staff. There needs to be a Senate faculty page on NAU website – Dr. Abu-Raqabeh will follow up with IT department and invite Abdulhalim Yusuf to the next meeting.
Next Meeting	November 22, 2019 @10:00 am
Recorded By	Wendy Schulze
Adjourned	Meeting was adjourned at 12:45 pm

Action Items	Owner(s)	Deadline	Status
<ul style="list-style-type: none"> • Suggest revisions for constitution items not covered in this meeting 	Dr. Schulze Mrs. Shroff	Next meeting	In progress