

OFFICE OF THE PROVOST

ACADEMIC AFFAIRS NEWS/UPDATES – MAY 2019

ACADEMIC AFFAIRS GENERAL

CHANGE IN FACULTY STATUS: We are happy to announce the promotions of the following faculty effective from 1 August 2019:

Waddick Doyle to Professor in the Department of Global Communications

Christy Shields to Associate Professor in the Department of Global Communications

Sneharika Roy to Associate Professor in the Department of Comparative Literature & English

NEW CDI FACULTY: We are happy to announce successful faculty searches for Assistant Professors who will join the following departments on 1 August 2019:

Martin Dege – Department of Psychology

Biswamit Dwibedy - Department of Comparative Literature & English

Marsha Libina - Department of Art History & Fine Arts

Natalya Shiryaeva – Department of International Business Administration

FACULTY ACHIEVEMENTS 2018: The booklet will be published in the coming weeks thanks to the collaboration between the Academic Affairs office, the Communications office and the Library and thank-you to all Faculty who submitted their achievements for this booklet.

REGISTRAR'S OFFICE - NEW STAFF MEMBERS: The Registrar's Office team is now complete with the onboarding of two new staff members. Brendan Hebert is replacing Joanna Giese as Registrar's Office Assistant for Room Schedules & Course Management and Celia Wandio is replacing Associate Registrar Pauline Bonnot during her maternity leave. Please welcome them to the community.

THE GRADUATE OFFICE would like to welcome Anna O'Reardon as the new Graduate Program Coordinator. She will be working with Liz Guinel on graduate administration and admissions. Anna is Irish and has spent the last 5 years working for the Council on International Educational Exchange in Portland, Maine. We are very excited for her to join the team.

NON-CLASSROOM ROOM RESERVATIONS AT THE QUAI LEARNING COMMONS: Recently, a new reservation system for non-classroom shared spaces in the Quai Learning Commons was launched: [LibCal](#). Faculty and staff seeking to reserve one of the research centers on the 6th or 7th floors of the building may do so there. Students are also able to reserve student rooms on the same platform. Check it out here: <https://aup.libcal.com/>

QUAI LEARNING COMMONS FEEDBACK: Do you have feedback about the new Quai Learning Commons? You are invited to share it here: <https://www.aup.edu/learning-commons-feedback>

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ACADEMIC INTEGRITY: As we near the end of the semester, a few reminders regarding the importance of academic integrity on campus. The Director of Academic Integrity, currently Diane Bonneau, has informed us that while she does continue to receive incident reports involving cheating, plagiarism, etc, she also receives messages from good students complaining about cheating on campus. When you encounter incidents of academic dishonesty, please file an incident report that can be sent to academicintegrity@aup.edu. By doing this, it allows us to follow-up seriously with an individual who accumulates multiple instances of academic integrity.

FINAL EXAMS: As final exams approach, we ask faculty to review the [AUP exam procedures](#). Faculty are expected to follow these procedures, which were discussed and voted for at Faculty Senate a few years ago. Final exam time is part of the overall course contact hours therefore, use of the full exam timeslot is mandatory. If you decide not to give a final exam, you should use the period for other class activities. If a student has three final exams on any given day, they may contact Brenda Torney (btorney@aup.edu) for assistance and she will try to have one of the exams moved to another day. Beyond instances of a student having three exams on one day or having specific academic accommodations that are managed by ARC, The Office of Academic Affairs does not allow for individual changes in final exam schedules. Students with serious personal or health concerns should be referred to the Office of Student Development.

STUDY TRIPS: We would like to welcome Alexis Dang back from her recent maternity leave! You will have seen that Candice Hays, our new Cultural Programs Assistant has sent out a listing of Cultural Programs for fall 2019. We are no longer accepting requests for fall 2019 trips. While we have started taking in cultural program requests for spring and summer 2020, we have received very few requests. We will be sending a reminder early September with a deadline for submission early October for spring or summer 2020 cultural programs. Requests should be sent to culturalprogram@aup.edu

SUMMER AND FALL 2019 REGISTRATION UPDATES: While most returning students have already registered for the fall semester, please do check in with your advisees who have not yet done so. Late pre-registration will be taking place shortly. New Students will begin registering for courses in the fourth week of May. This is a bit later than usual, as we were required to push back registration to allow implementation time of the new GLACC course coding.

We have made a handful of course cancellations for summer 2019. Summer registration is ongoing through to the start of the summer term.

SPRING 2020: The Registrar's Office will be sending the spring 2020 schedule out for proofing shortly. Please take time to provide feedback to department chairs on the schedule. This will allow us to review requests for changes and update the schedule over the summer.

UPDATE ON THE IMPLEMENTATION OF THE NEW GLOBAL LIBERAL ARTS CORE CURRICULUM: Starting fall 2019, entering undergraduates will be transitioning to a new set of GLACC requirements. For this initial transition phase, you can expect a few changes. We are moving away from the GE coding and towards a CC coding on courses, reflecting a shift from "general education" to a "core curriculum". The registrar will be implementing the new coding that has been approved by the Committee for the AUP Global Liberal Arts Core Curriculum (formerly known as Gen Ed). As part of this, incoming students will complete an Integrative Inquiry requirement (4 courses for every student, one of which has to be completed at AUP). Returning students will be given options to either complete Comparing/Mapping requirements or to complete Integrative Inquiry course requirements.

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The Committee has just confirmed the designation of the first round of existing courses that will become part of AUP's first Integrative Inquiry courses. Next year, we expect to see further requests for existing courses to transition to Integrative Inquiry courses, but we also hope to see new courses created specifically for this portion of the new core curriculum.

Also next year, the Committee will work to finalize the implementation of the full GLACC requirements. The Committee will be working to structure a call to departments for the implementation of the remaining GLACC requirement. These include:

Digital Literacy options;

Disciplinary Research Method (in the major);

Capstone requirement (in the major)

CENTER FOR ACADEMIC, CAREER AND EXPERIENTIAL ADVISING (ACE)

GPS PANEL PRESENTATIONS & UPCOMING AWARD CEREMONY: Undergraduate seniors participating in the GPS ceremony have the option to present their personal narrative (for useful feedback and for the chance to win the GPS President's award) at the GPS Panel Presentation each April. This year, the panels took place over three evenings (April 23, 24, & 25) and 24 students presented to panels comprised of AUP employers, alumni and faculty. Students' personal narratives are the outcome of a required senior year workshop (for GPS students) called Designing Your Narrative (DYN). In the workshop, students consider their post-graduation plans (job/internship, graduate studies, entrepreneurship, etc), are walked through a series of exercises to help them reflect upon their AUP experience, and are given the tools to 'pitch' themselves to their target audience. Personal narratives presented at the Panel Presentations can take the form of PowerPoint/Prezi, videos, personal websites/portfolios, and more. Top presenters will be invited to present at the GPS President's panel, which is the same evening as the GPS Award Ceremony, on May 21st at 5pm. You can view some of the presentations, and the Award Ceremony, from last year [on this page](#). You are invited! All faculty and staff are welcome to attend the GPS Award ceremony on May 21st at 5pm in the Combes Grands Salons.

STUDENT TRIP TO THE GLOBAL DIPLOMATIC FORUM CAREER FAIR: A group of 10 graduate and undergraduate students attended the Global Diplomatic Forum Career in International Affairs forum at the City University of London last weekend, in AUP's first-ever student-led trip to a career fair. The event was organized by the SGA Careers Committee, and Director of Career Advising, Danielle Savage, served as staff advisor for the trip. Students heard from representatives from the World Bank, the International Committee of the Red Cross, various U.N. agencies, a think tank, along with other organizations and institutions.

ADVISOR TRAINING ON EXCEL DEGREE WORKSHEETS: Advisor training on the Excel Degree Worksheets will become mandatory for Junior Degree Checks in the fall. Two identical sessions will be held on Monday, May 13 at 15h30 and Tuesday, May 14 at 15h30. Faculty need to be aware that all incoming transfer students have prepared degree worksheets with a staff advisor from ACE and should be asking for them; students will find them under the Shared documents on their OneDrive and can then share them again with their faculty advisor. All FirstBridges will have a staff advisor assigned to them to provide support to faculty and help new freshmen learn this useful planning tool.

OFFICE OF EDUCATIONAL ASSESSMENT AND INSTITUTIONAL RESEARCH

COURSE EVALUATIONS: The reports will be available after grades are due.

MIDDLE STATES SELF-STUDY: Thanks to the continued efforts of the members of the steering committee, and especially to our new chief editor Lilyana Yankova from academic affairs, a complete first draft of the self-study is now ready for distribution to AUP faculty and staff. Please take the necessary time to read, discuss, and comment at will. We expect to have a second draft completed by October, in preparation for the visit of the MSCHE visiting team chair: Dr. Richard Hodges, president of the American University of Rome, scheduled for November 6th 2019. In the week from April 22nd to 26th, AUP hosted a team of consultants from the Cuny assessment office. The aim of the visit was to audit our self-study report and case for reaccreditation. The team met one-on-one with steering committee members, with the provost, and with the associate dean for educational assessment. The Cuny consultant team were positively impressed with our assessment effort to date. The team also suggested numerous revisions to the self-study and copious opportunities for improvement to our institutional assessment process. The steering committee will be considering these suggestions and revisions in the following days.

OUTCOMES ASSESSMENT DAY: AUP's Outcomes Assessment Day will be held this week Thursday, May 9th in Combes. You have received the schedule in a separate communication. After coffee and *viennoiseries*, there will be 30min. informative yet diverting presentation on the findings of the CUNY consultant team with a focus on how our educational assessment can be streamlined. Workshops will follow with focus on: assessing Digital Literacy, successful mission statements, developing a blueprint for grading rubrics at AUP, and streamlining assessment at AUP.

TEACHING & LEARNING CENTER

TEACHING & LEARNING CENTER: A new TLC space will be opening soon in the Quai (Q-607).

FACULTY RETREAT, FEBRUARY 26, 2019: We would like to thank all those involved in and who contributed to the success of the faculty retreat. A special thanks to Tanya Elder and Russell Williams for their organization.

The morning sessions on Experiential Learning were:

Cultural Study Trips - The convergence of classroom teaching and field visits: Presentation of the study trip report - Christy Shields

Using museums to enrich our teaching – Jonathan Shimony & Anna Russakoff

Field based courses - challenging student's perceptions of the world: The importance of experience in developing cultural competence - Waddick Doyle & Justin McGuinness

Best practices and strategic planning – Evelyn Odonkor & Tanya Elder

Mentored Research and Study - Elena Berg & Julia Wildberger

The afternoon sessions on Digital Literacy were facilitated by: Peter Hägel, Jessica Feldman, Russell Williams, Claudia Roda, Linda Martz & Laurence Amoureux, Noémie Oxley, Martin Dege & Irene Strasser, Jonathan Shimony

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PAST EVENTS:

April 8, TLC lunch – Continuing the conversation about teaching students with learning disabilities, with Geoff Gilbert and Rebekah Rast

April 15, Mellon Workshop – How we talk about internships and careers with our students, with Danielle Savage and Waddick Doyle;

April 29, Mellon Workshop – Teaching with video and sound, with Cary Hollinshead-Strick and Hervé Vanel. This workshop inspired us to organize another hands-on training workshop in May that will focus on the technical challenges of using video and sound clips in the classroom. You will receive an e-mail invitation soon.

FACULTY DEVELOPMENT IN-HOUSE FUNDS:

ANDREW W. MELLON FOUNDATION GRANT: *The Future of Teaching, Learning, and Researching in an International Context* New calls for proposals will be sent in May 2019, and deadlines will be in fall 2019. Calls will include:

Fully collaborative team-taught course (to be taught during the 2020-2021 academic year)

New “Flagship” Integrative Inquiry courses (to be taught during the 2020-2021 academic year)

Experiential Learning and Mentored Research

SUPPORT FOR NEW DIGITAL LITERACY PROJECTS is under discussion.

OTHER SOURCES OF FUNDING: *Amical* (Jeff Gima, Director); *Schaeffer Center* (Brian Schiff, Director); *SGA for student-related funds* – e.g. Pass the Tech, Model UN

FACULTY DEVELOPMENT EXTERNAL FUNDS:

FPC – (Human Resources)

Compte Personnel de Formation (CPF) (the new DIF) – our DIF points expire in January 2020 (Human Resources)

An updated list of Funding Agencies and AUP faculty who have received funds, originally established by Claudia Roda and Sarah Bentley, will be sent to you by e-mail in May. Contact Sarah Bentley if you have questions about a particular funding agency.

GLOBAL LIBERAL ARTS ALLIANCE (GLAA): contact Rebekah Rast for information about the GLAA.

OPEN CALLS: *The 2020 Alliance Institute on Transnational Feminism(s)*, will be hosted by AUP, March 12-14, 2020. The proposal submission deadline is October 1, 2019. Click here for the [Call for Proposals](#).

GLOBAL COURSE CONNECTIONS: Offers an opportunity to co-teach with a faculty member from another GLAA institution. Plans for 2019-20 courses are still in progress. The program description can be found here:

<http://liberalartsalliance.org/programs-and-opportunities/global-course-connections/global-course-connections-possibilities>.

LIBRARY

SCHEDULE: The Library will be opening with rush hours schedule during the last 13 days of the semester. It will be closed to the public during the intersession and reopening for summer session with summer session schedule.

YOUR BOOK ORDERS: The Library is eager to receive faculty's lists of book and film well in advance of the coming fall semester. Please send them at your earliest convenience to Monica Tingay (mtingay@aup.edu). Otherwise, we cannot guarantee a quick reception and rush processing at the last minute.

DOCUMENTARY FILM: We teamed up with the French Department and the French Club for the projection of the documentary film *Sky's The Limit: The Painters of the Extreme*, the film's director, Jérôme Thomas, attended the screening. The Library has purchased the book and the film, which will soon be available to the community.

HOSTING A PARTY: The Library will be hosting the launch of the latest issue of *Paris/Atlantic* during the week of finals. Look for details on our Library News page or our Facebook.

ARC

EXAM ACCOMMODATIONS: Students were notified that April 29th was the deadline for submitting online exam accommodation request forms. We are unable to accept late submissions. All eligible students were notified of this deadline multiple times throughout the semester.

This week (week of 6 May), you will receive emails from Addison Nugent indicating which students have requested accommodations and the types of accommodations they have requested. These accommodations can include 30% extra time, 50% extra time, 100% extra time, the use of an AUP-issued laptop with Wi-Fi disabled, or a low-distraction venue. If faculty are available to accommodate a student requesting extra time directly, please do confirm this to both the student and to Addison quickly.

ARC PEER-TUTORING SERVICES: For end-of-term ARC-Link and Writing Lab sessions: please encourage students to check in with their tutors! Tutor locations in the new Quai rooms are posted on Facebook:
<https://www.facebook.com/ARCatAUP/>

THE WRITING LAB: We recently held a special event titled *Long Night against Procrastination*, in the Learning Commons. We hope that this evening workshop encouraged students to drop in for consultations BEFORE time runs out. On verra!

ARC-LINK AND WRITING LAB TUTORS: They do not hold regular hours during Reading Days and Finals, as they will be preparing their own exams, research papers, and projects during that time. However, some will be offering special exam-prep sessions. Please encourage your students to make the most of the remaining study sessions, Math Clinic hours, and exam-prep sessions this week.

BLACKBOARD: Faculty can begin requesting Summer Session course sites, effective immediately. Requests for Fall 2019 sites will be fulfilled at a later date. The request form can be found here:
<https://my.aup.edu/academics/blackboard-course-request-form>

OTHER BLACKBOARD NEWS: The new Attendance tool has been installed, and faculty may begin using it during upcoming semesters. In addition, we have upgraded SafeAssign, our plagiarism-detection software, due to unsatisfactory performance. If you continue to experience problems with this tool, please send an e-mail to arc@aup.edu

AMICAL CONSORTIUM

AMICAL 2019 CONFERENCE: The American University in Cairo hosted [AMICAL 2019](#) during 29 March – 1 April, the consortium’s 16th annual conference. A cross-consortium program committee organized four days of workshops, discussions and presentations around the theme of “Openness in teaching and research: Broadening our horizons for the digital future.” From AUP, Michael Stoepel gave a presentation on “Digital reflections on evaluating information,” Rebekah Rast co-led a session discussing “Engaging faculty in teaching excellence activities,” and Jeff Gima co-led a session discussing results of a consortium-wide survey of institutional statements and support for digital literacies. The event was also attended by Bill Fisher, Jorge Sosa, Geoff Gilbert, Robert Payne and over 100 other librarians, faculty, technologists and academic officers from 24 AMICAL institutions. [View recordings](#) of the keynotes and selected presentations.

SMALL GRANTS: In April, AMICAL awarded four Small Grants, worth a total of €14,000, to colleagues at four AMICAL institutions. The next deadline for Small Grant applications is 2 June. Watch [AMICAL Connect](#) for an announcement in the coming weeks about the reopening of applications under revised program guidelines. AMICAL Small Grants support primarily training, staff exchanges and projects related to the following: leadership in libraries and instructional technology, teaching information/digital literacies, and digital scholarship/pedagogy.

AMICAL ONLINE EVENTS: Colleagues from AUP (Michael Stoepel) and other AMICAL member institutions organized two online events last month for the benefit of librarians, faculty and technologists across the consortium. Brandon Locke (formerly Director of [LEADR](#), a student-focused digital research lab at Michigan State University) gave a webinar on 16 April on “Teaching multiple literacies through digital liberal arts instruction” ([view recording](#)). On 9 April, an AMICAL Information Literacy Journal Club discussion was also held on the article “The Almost Experts: Capstone Students and the Research Process.”

DIGITAL HUMANITIES INSTITUTE – BEIRUT: As part of the year-long [AMICAL DHI-B Cohort initiative](#) to support faculty-staff teams working on course-integrated digital humanities projects, AMICAL brought 22 colleagues from 7 member institutions (including Linda Martz and Laurence Amoureux) to the Digital Humanities Institute - Beirut, organized over 3-5 May at the American University of Beirut and sponsored by AMICAL. Two of the 10 2-day workshops offered were organized specifically for the AMICAL cohort teams and their projects: “Collaborative Digital Liberal Arts Pedagogy: Integrating Projects and Methodologies into Your Course” and “Omeka as a Pedagogical Tool in the Classroom.”

UPCOMING INITIATIVE FOR DIGITAL CURRICULAR COLLABORATIONS: During DHI-B, Jeff Gima met with AMICAL colleagues and invited DH experts to draft initial plans for an upcoming consortial initiative for digital liberal arts curricular collaboration, where AMICAL will support faculty-staff teams from two different AMICAL institutions to identify partners and co-develop shared digital assignments or projects for courses to be taught in the coming year. Learn more about digital humanities pedagogy, help your students develop digital literacies, and add an additional intercultural dimension to your course. The call for interest should be going out to faculty and staff in early summer.