

## OFFICE OF THE PROVOST

### NEWS/UPDATES – DECEMBER 2021

#### ACADEMIC AFFAIRS

**NEW FACULTY IN SPRING 2022:** We are delighted to be welcoming two new faculty members to the Department of Communication, Media and Culture in Spring 2022. Joining us are **Isabelle Carbonell** as Assistant Professor of Film Studies (Production) and **Emre Çağlayan** as Assistant Professor of Film Studies.

**FACULTY SEARCHES:** There are active faculty searches underway for an Assistant Professor of Computer Science, Assistant Professor of Psychology, Assistant Professor of History, Law and Society, and Assistant Professor of History.

**STAFFING UPDATES:** **Olivia Grobocopatel** leaves AUP on 10<sup>th</sup> December to pursue new adventures and we wish her all the very best. **Asli Bökesoy Bergmann** joined the Academic Affairs team in mid-November to take over from Olivia. **Tatiana Rusaka-Ngoyi** joined the Graduate Programs Office team on 1<sup>st</sup> December. A warm welcome to Asli and Tatiana.

**ACADEMIC INTEGRITY:** As we near the end of the semester, we would like to send a few reminders regarding the importance of academic integrity on campus. Gail Hamilton is the current Director of Academic Integrity. Please be reminded of the University's Policy on Academic Integrity [here](#) and the process for declaring violations to this policy. We are only able to help educate our students and ensure academic integrity if you report names and circumstances. Remember, you are in full control of how to sanction a first individual offense within your course. We have a faculty-led Honor Board to deal with disputes regarding Academic Integrity issues.

**BOOKS AND BOOKSTORE FOR SPRING 2022:** Book orders were due on 26<sup>th</sup> November for Spring 2022 – please be in contact with [bookstore@aup.edu](mailto:bookstore@aup.edu) with any questions.

**SUBMITTING SYLLABI (SPRING 2022):** All course syllabi must be submitted no later than 3<sup>rd</sup> January 2022.

**SUMMER 2022 COURSE OFFERINGS:** The summer 2022 schedule has been published and is open for registration. The Admissions Summer Office is currently accepting external applications for the summer term.

**NEXT YEAR'S COURSE PLANNING (2022-23):** Course planning for next year is underway. Department chairs have confirmed course listings and faculty assignments for fall, spring, and summer *next year*. Academic affairs is currently working on fall 2022 course scheduling. Draft schedules are being sent back for department chair review. A copy of the fall schedule will come back for full faculty proofing in January. Prior to our starting work on spring 2023, we will re-launch a webform (watch for an email) to request and centralize individual faculty scheduling preferences & time constraints. Please remember, as always, scheduling is an interactive process, and will include several stages of faculty input and proofreading. We aspire to have a schedule ready for proofreading in January.

#### OFFICE OF INSTITUTIONAL RESEARCH, ASSESSMENT AND EFFECTIVENESS

**MSCHE:** On the 31<sup>st</sup> of August, AUP uploaded the Supplementary Information Report to the MSCHE portal. We have not heard from MSCHE other than to confirm that the SIR was uploaded. MSCHE will advise us when the visiting team is selected at which time we shall begin preparations for the Spring visit.

**CURRICULAR REVIEWS:** As Covid slowly ebbs, our regular processes recommence and two more departments, CSMES and FSML, have begun their curricular review with alacrity and enthusiasm.

**NEW COURSE ASSESSMENT REPORTING TOOL:** As mentioned in the last newsletter, in an effort to automate and simplify reporting and gathering of assessment of course student learning, the IRAE Office has piloted an Online Assessment Reporting Form (see figure below). If you taught in Spring 2021, you have received an email from "Course Evaluations" soliciting assessment results for each course taught. As the figure below shows, the tool allows faculty, for every course and every learning outcome, to upload the evidence collected, the conclusions, and any planned actions. The tool also provides help and examples.

Participation in the pilot has not been overwhelming. Since this tool is meant to REDUCE faculty workload, we expect participation to increase. We have recently released the request for assessment results for Fall 2021. Faculty will be allowed to upload results until 15<sup>th</sup> January.



**Assessment of Student Learning. AH4000 Altamira to Banksy: A Brief History of Graffiti**

**LO1: Students will be able to identify different graffiti artists and place them in their historical, social, and political context.**

**Evidence**  
Provide Evidence

Essay average (rubric item # 3) = 83/100; Midterm (Questions 2,4,5,&7) average = 18/20;

**Conclusions**  
Provide Conclusions

Most students achieve this simple LO. A small number of students lag. These are the ones that do not do the readings and do not participate in class discussions.

**Planned Actions**  
Provide Planned Actions

Add intermediate quizzes to monitor students advancement.

[Back To Task List](#) | [Previous](#) | [Next](#) | [Save](#) | [Submit](#)

## ACADEMIC RESOURCE CENTER

**AUP INSTRUCTIONAL DESIGNER:** In early January of next year, we will be welcoming our new instructional designer, **Kevin Dixey**. Kevin hails from Bellingham, WA, USA, where he served as Instructional Designer and Learning System Manager for Western Washington University since 2016. Kevin earned his Master's in Education from Western Washington University in 2010 and has been working with WWU faculty ever since offering training and assistance in LMS and course design development. We look forward to his arrival.

**BLACKBOARD TESTING OPTIONS:** Questions about exam options in Blackboard? The Blackboard Faculty Manual for testing can be consulted here: [https://help.blackboard.com/Learn/Instructor/Tests\\_Pools\\_Surveys](https://help.blackboard.com/Learn/Instructor/Tests_Pools_Surveys) In addition, you may consult the FAQs on our Teach Remotely site: <https://my.aup.edu/teach-remotely/blackboard> However, more complete information and a number of 'how-to' documents are available on the Teams site for Faculty Blackboard Support.

**ACCOMMODATIONS:** Students for whom you were unable to provide final exam accommodations were required to submit an official accommodation request form: <https://my.aup.edu/student-life/resources-services/webform/online-exam-accommodation-request-form> The deadline to request ARC Final Exam Accommodations was Wednesday, 1<sup>st</sup> December. Any late requests will be reviewed on a case-by-case basis. For information about academic accommodations & exams, please contact Rachel Webber [rwebber@aup.edu](mailto:rwebber@aup.edu) or [arc@aup.edu](mailto:arc@aup.edu).

**PROCTORING AND PROCTORING SOFTWARE:** As announced previously, AUP now has a license for a bundled solution called Respondus Monitor and Lockdown Browser. If a professor or proctor is present during an in-person exam, Respondus Monitor is not usually needed, just the Lockdown Browser function. However, for remote exams, both applications are recommended. Respondus can be found in your course tools on Blackboard. It is highly recommended that you do a test run (perhaps a simple quiz) with your students before deploying Respondus on a high-stakes exam.

## ACE: CENTER FOR ACADEMIC, CAREER AND EXPERIENTIAL ADVISING

**STAFFING UPDATES:** The ACE Center now has an Assistant Director. Please join us in congratulating **Kyle Mcguan** who has been awarded the position. Kyle’s role as an academic advisor remains unchanged, however he takes on this additional responsibility to support the ACE Center Director as the team sets its sights on accomplishing a number of important strategic institutional priorities in the coming years. Additionally, we are very happy to share that **Francesca Giuliano** will be staying on board in a CDI position as the ACE Administrative Assistant taking over from **Sally Baume** who leaves AUP at the end of the month, we wish Sally the very best for her next adventure. Finally, it is with great pleasure that we announce the arrival of a new Career Development Counselor, **Virginia Sartoretti**, joined AUP full-time on 1<sup>st</sup> December. Virginia brings over 20 years of experience in career coaching and counseling, HR and recruitment, and consulting. She implemented the career curriculum and HEC Paris, and has delivered trainings, workshops, and seminars on career development topics to dozens of educational institutions in the greater Paris area.

**JUNIOR DEGREE CHECKS:** This does not have to happen in person—you can also meet with your advisee remotely to discuss their future course selection and sequencing up through their graduation term. Once this conversation has taken place, make sure that you and your advisee fill in a complete degree worksheet that projects the completion of all required coursework in future semesters. Once you and your advisee have completed the degree worksheet, either of you may submit the JDC web form with the worksheet attached.

Select	Student ID	Pronouns	Name	Learning Loc. Status	Learning Loc.	Major(s)	Minor(s)	Catalog Yr	College Lvl	Class OBI	GPC?	Expected Grad. Date	Pts
Select	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	Entrepreneurship	Psychology	[Redacted]	Sophomore	40.00	No	[Redacted]	[Redacted]
Select	[Redacted]	She / Her	[Redacted]	[Redacted]	[Redacted]	Undecided	[Redacted]	20-21	Junior	84.00	No	[Redacted]	[Redacted]
Select	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	Entrepreneurship	Fine Arts	20-21	Sophomore	37.00	No	[Redacted]	[Redacted]
Select	[Redacted]	She / Her	[Redacted]	[Redacted]	[Redacted]	Undecided	[Redacted]	[Redacted]	First Year	24.00	No	[Redacted]	[Redacted]
Select	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	Undecided	[Redacted]	[Redacted]	Sophomore	32.00	No	[Redacted]	[Redacted]
Select	[Redacted]	She / Her	[Redacted]	[Redacted]	[Redacted]	Undecided	[Redacted]	[Redacted]	Sophomore	32.00	Yes	[Redacted]	[Redacted]

## LIBRARY

**THE LEARNING COMMONS OPEN ON KEY SUNDAYS:** The Quai building opening hours are announced weekly by Philip Von Eiff and that information can also be found on the library [hours](#) page. The Quai building will start opening until 23:45 starting 11<sup>th</sup> December. Of course, everyone needs to keep observing the sanitary protocol.

**NEW LIBRARY WEB PAGE FOR SPRING 2022:** After changing the discovery tool and the library management systems two years ago, the Library is now actively working on the new library web page. In the spring selected faculty, staff and students will be asked to participate giving their opinion and preferences. Those members of the community who would like to volunteer may give their name to Lily Servel ([lservel@aup.edu](mailto:lservel@aup.edu)). They will be contacted later in the spring.

**REMINDER FOR FACULTY: ORDER YOUR BOOKS AND FILMS FOR SPRING 2022 NOW:** Please, send all your purchase requests to [mtingay@aup.edu](mailto:mtingay@aup.edu). Material requested at the start of each semester may take longer to get to the shelves. Remember that Brexit is affecting the speed in which anglophone materials arrive.

**WORKSHOPS FOR GRADUATE STUDENTS:** Soon it will be reading days and finals and the Library is starting to reinforce its services. As in previous semesters the Library is offering some workshops for students. The topics announced on AUP Engage are: Improve your bibliographies - improve your research, Zotero citation and bibliographic tool, Library databases, Thesis presentation standards explained.

## TEACHING & LEARNING CENTER

**NEW TLC FELLOW:** Francesca Balistreri joins Kate Zhang as the second Fellow working with the TLC.

**RECENT EVENTS:** On Monday, 25<sup>th</sup> October and Friday, 29<sup>th</sup> October there were two Digital Micro-Documentary Masterclasses for the AUP Community, run by Patrick McGrady of University of the Arts London, and facilitated by David Tresilian and Michael Stoepel.

On Thursday, 2<sup>nd</sup> December, we had a talk by Alex Wermer-Colan, coordinator of digital scholarship at Temple. He ran through ways in which digital tools and methods (with a focus on text and media analysis and cultural analytics) might be used in research in the humanities and social sciences, and how they might then become part of digital-literacy directed teaching.

Alex Wermer-Colan will be working with the TLC next semester too, helping to support development of digital literacy skills and projects (and the infrastructure for that). We imagine a fortnightly meeting – open to all faculty – to hear about and to design projects, which Alex would then support with suggestions, individual consulting meetings, and so on. Please do let us know if you would be interested in getting help and inspiration from Alex next semester.

## FACULTY DEVELOPMENT & THE LEARNING COMMONS

**FACULTY DEVELOPMENT:** As well as contributing to TLC initiatives to help Faculty consider issues pertaining to the teaching of digital literacy, we started the conversation as to how “the digital” impacts now, and might impact in the future, the research, practice and publishing activity undertaken by Faculty members at our institution. As an initial session, a roundtable discussion on the theme of “Researching and Publishing in a Digital Age” took place featuring contributions from Zed Gao (Psychology, Health and Gender), Julian Culp (History and Politics - Philosophy), Caroline Laurent (French Studies and Modern Languages) and Michael Stoepel (Library). A number of issues and ideas were discussed including online journals, social media and the creation of an online repository for Faculty and Student projects. We will be continuing this conversation into the Spring 2022 semester.

The following Faculty members have made successful applications to the Faculty Development Fund so far this semester for research and publication-related activity: Elena Berg, Rene Ryman, Russell Williams, David Tresilian, Youna Kim, Sharon Weill, Jens Brockmeier, Hannah Westley, Franck Andrianarivo, Carlos Suprinyak, Sofia Valeonti, Cary Hollinshead-Strick, Waddick Doyle, Iveta Slavkova, Caroline Laurent, Renate Stauss, Tatiana Grigorenko.

**LEARNING COMMONS:** The Learning Commons advisory committee hosted two meetings of the Learning Commons Forum for Research and Practice in the Fall 2021 semester. After launching the initiative virtually in Spring 2021, it was a delight to launch the Forum in the physical space of the Learning Commons (in addition to online).

The first session in October was held in partnership with the Joy and Edward Frieman Environmental Science Center and considered recent and ongoing projects related to: the impact of climate change on seed beetle evolution, the function of fluorescent pigments in sea molluscs, judging consistency in international mineral water competitions, human migration to Lebanon and composting on campus. It featured insightful contributions from Elena Berg (faculty, CSMES), Manuel Caballer (faculty, CSMES), Lynn Elhadjali (undergraduate student), Alayna Amrein (undergraduate student), Clark Marchese (undergraduate student), Sandra Lefauve (graduate student) and Jasmine John (alum, class of 2019).

The December session was held in partnership with the Center for Critical Democracy Studies and featured contributions from Fatimata Atty Djibrine (undergraduate student), Zachary Egan (undergraduate student), Dominic Spada (undergraduate student), Kendra Mills (Program Officer, Center for Critical Democracy Studies) and Stephen Sawyer (Director, Center for Critical Democracy Studies). The Forum will continue to meet in the Spring 2022 semester, and a call for participation from Faculty, students and staff will be forthcoming.

## AMICAL CONSORTIUM

**RECENT AMICAL EVENTS** : Here are some [recent online events](#) we've organized for librarians, faculty and technologists at AUP and other [AMICAL member institutions](#):

- Demystifying digital pedagogy: A modular framework for integrating emerging technologies into course curricula (Alex Wermer-Colan, Digital Scholarship Coordinator at Temple University Libraries)
- Discussion forum on textual analysis methods and tools (fishbowl discussion with faculty and librarian colleagues from AUP, AU Central Asia, AU Sharjah and AU Beirut who are using textual analysis in scholarship and teaching)
- AMICAL Representatives & Library Directors Forums (monthly)
- Information & Digital Literacy Journal Club: Library databases vs. Google (thanks to Michael Stoepel and the Information Literacy Initiatives Committee for organizing)
- The Interview Project: Oral History and Digital Scholarship as Method for Cross-Role Collaboration and Community Engagement

**NEW CONSORTIAL INTEREST GROUPS FOR OPEN ED & OPEN ACCESS**: Two new interest groups have just been launched for those interested in discussions with colleagues at other AMICAL institutions around topics related to:

**Open Education** — for AMICAL colleagues in all roles (e.g. libraries, faculty development, disciplinary faculty, instructional design or technology) interested in Open Educational Resources (OER) and Open Educational Practices (OEP). ([more on the Open Ed Interest Group and how to sign up](#))

**Open Scholarship** — for AMICAL librarians, faculty and technologists interested in equitable Open Access scholarly publishing and its use and promotion within AMICAL. ([more on the Open Schol Interest Group and how to sign up](#))

**CONSULTATION & TRAINING ON DIGITAL HUMANITIES METHODS, TOOLS & PEDAGOGY**: AUP faculty and staff looking for advice on digital pedagogy or scholarship can benefit freely from consultations with Najla Jarkas, AMICAL's Mellon Digital Liberal Arts Fellow. She can meet for a single consultation to talk over a question related to course-integrated digital projects or assignments, meet on a recurring basis to consult on a project over time, or provide individualized training on specific digital methods within her expertise, including:

- Setting up your WordPress/Google site
- Twitter assignments in the classroom
- Storytelling and digital timelines using TimelineJS
- Textual analysis using Voyant Tools, Antconc, CLiC
- Network Analysis and Mapping using Palladio
- Mapping using Google My Maps, StoryMapJS, Palladio, Neatline

For questions outside her direct expertise, she'll help connect you with another appropriate expert and may be able to help find funding for that if it's needed. To find out more, and to book a consultation or drop in during office hours, see our [Digital Liberal Arts Consultation Program](#).

**SMALL GRANTS SUPPORTING PEDAGOGY, LIBRARIES & TECHNOLOGY**: AMICAL Small Grants can provide up to €4,000 of support for professional development or projects related to digital pedagogy or scholarship, digital or information literacies, or library/technology leadership. The next round of Small Grant applications will be reviewed following the deadline of February 28, but note that micro-grant applications (requests for €500 or less) can be submitted at any time. See our [Small Grant guidelines](#) for more information.

**CONNECT WITH AMICAL AND CONSORTIAL PEERS**: Send any feedback or questions about AMICAL to [contact@amicalnet.org](mailto:contact@amicalnet.org), find out more about our events and programs on the [AMICAL website](#), and join our forum for AMICAL faculty and library/technology staff at [AMICAL Connect](#). AMICAL now organizes monthly Q&A sessions, with next date 14<sup>th</sup> December at 3pm — you're welcome to come ask anything about the consortium or its programs.