

OFFICE OF THE PROVOST NEWS/UPDATES – MAY 2024

ACADEMIC AFFAIRS

GREETINGS FROM THE PROVOST

Dear all,

As we come to the end of a busy Spring semester, I want to thank everyone for their hard work and collegiality. On top of our usual commitments, many colleagues have served on search committees for both faculty and leadership positions. Most of these searches have now concluded and we look forward to welcoming new colleagues to campus in the Fall. Many of us have also participated in the Future Crafting events that will aid in the design of AUP's next strategic plan. These community-wide sessions were a reminder of how great ideas are generated across all different parts of the university and how important it is to come together to collectively determine the future of our institution.

During this exam period, please be vigilant around questions of academic integrity (details below). As workshops at the recent Staff/Faculty retreat revealed, students and faculty have very different perspectives on the use of such tools as ChatGPT, and we urgently need to understand better how these tools are being used by students. AI@AUP is a campus-wide initiative led by Geoff Gilbert and Jeff Gima, who will be in touch about collaborations over the coming months.

As we steel ourselves for an unusual summer of Olympic activity, I look forward to seeing many of you at Commencement, where we unite in celebrating our students' achievements and send them on their way, replete with the academic knowledge, skills and community values AUP knows so well how to transmit and uphold.

I wish you a wonderful summer.

Best wishes,

Hannah

PROMOTIONS

We are delighted to announce the promotions of the following faculty, effective on August 1st, 2024:

Manuel Caballer Gutierrez to Associate Professor in the Department of Computer Science, Mathematics and Environmental Science

Amanda Dennis to Associate Professor in the Department of Comparative Literature and English

Jayson Harsin to Professor in the Department of Communication, Media and Culture

Linda Martz to Professor in the Department of History and Politics

Iveta Slavkova to Associate Professor in the Department of Art History and Fine Arts

Miranda Spieler to Professor in the Department of History and Politics

Renate Stauss to Associate Professor in the Department of Communication, Media and Culture

Peter Walkenhorst to Senior Lecturer in the Department of History and Politics

ACADEMIC INTEGRITY

During this exam period, we would like to remind you of the importance of academic integrity. Professor Youna Kim is our Director of Academic Integrity and can be reached via academicintegrity@aup.edu. The University's Policy on Academic Integrity can be found [here](#). The policy outlines the process for declaring violations or suspected incidents involving academic

integrity. The Academic Incident Resolution Form can be found either on the [Faculty support page](#) under teaching resources, or via the [ARC website](#) on the page entitled *Information for Faculty*. 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. However, if it turns out a reported violation is a second violation for an individual student, the Office of Academic Integrity will be involved as needed. Please do not hesitate to reach out if you have any questions or need to consult on an individual case.

REGISTRAR'S OFFICE

DEGREE CANDIDATE GRADES: All grades for degree candidates are due by 10 a.m. on **Friday, May 17th**. Prior to this date, a list of degree candidates will be circulated to the concerned professors. Please be sure to submit any grade changes for degree candidates as well.

FINAL GRADES: Final grades for all other students are due on **Monday, May 27th**. Look for forthcoming email communications for details regarding grade submittals.

DEPARTMENTAL HONORS: Chairs have received a preliminary communication from Kortney. Final decisions will be requested after degree candidates' grades are on the record.

FINAL EXAMS: Final exams started on May 6th and will run until May 14th. The duration of each exam is 2h30. The full schedule can be found [here](#)

MAY 2024 COMMENCEMENT CEREMONY: We are hard at work preparing for the 2024 Commencement Ceremony on May 24. We recently sent out a call for volunteers to help on the day of the ceremony. If you are interested in joining us to help that day, please email Lauren Arnold (larnold@aup.edu).

REGISTRATION FOR FALL 2024: Registration for Fall 2024 ended on Thursday, April 25th. Students will have the opportunity to make registration adjustments or, if they missed their original registration windows, may register for courses during Last Chance Registration. The registration portal will be open on Monday, May 6th at 10 am and close on Friday, May 10th at 11:59 pm.

THE GRADUATE PROGRAMS OFFICE

The Graduate Programs Office has recently developed a set of guidelines for the Applied Capstone Project which will be used to support students who are interested in completing such a project as their capstone option, as well as the faculty who plan to advise. The guidelines, along with supporting details and forms, will be added to the AUP website in the coming weeks. The office is relieved to have this completed when the guidelines and policies of other capstone options (theses, internships) are also undergoing a stage of reflection and revision. Collectively, this shows great progress and effort to improve the structure of Graduate studies at AUP.

ACE: CENTER FOR ACADEMIC, CAREER AND EXPERIENTIAL ADVISING

GPS PERSONAL NARRATIVE PANEL PRESENTATIONS: The annual Personal Narrative Panel Presentations for seniors were held on the evenings of April 22, 24, and 25, and 16 students participated. The context of these panels is simple: students are asked to define a short-term objective, and then they craft an approximately three-minute-long personal narrative explaining why they are the right person to achieve that objective (landing a job, getting into a graduate program, writing a book, etc...)

Students present their narratives to a panel of judges made up of AUP faculty, staff, and alumni. After students present, the judges give them feedback and ask follow-up questions about the narrative before evaluating and scoring the presentations with a 5-point weighted grading scheme. This year, students who received a score of 4.5 or higher will present their narratives to the President and members of the Board of Trustees at the GPS Award Ceremony.

Students choose to participate in these panels because they are keen on public speaking and personal presentation practice. After the panels, students expressed their gratitude for the judges' constructive feedback and the opportunity to reflect upon and present their accomplishments inside and outside the classroom at AUP. The ACE Center extends a hearty thank you to this year's faculty and staff judges -- Michael Stoepel, Noémie Oxley, Lorie Mackenzie, Zed Zhipeng Gao, Christine Tomasek-Guillemin, Linda Martz – and guest judges Pauline Bonnot (former AUP staff), Jennifer Larsen (former AUP staff), and Anita Maksymchuk (AUP alum and winner of 2020 GPS Award).

INVITATION: GLOBAL PROFESSIONAL SKILLS AWARD CEREMONY MAY, 22, 5 PM: This year, the GPS Award Ceremony will be held on May 22nd at 5 pm in the Combes Grand Galleries. Faculty and staff colleagues are invited to join GPS seniors, their friends, and their families as we listen to the personal narratives of the finalists for the Danielle Savage GPS Award and honor students who have earned their GPS certificates. The award ceremony typically lasts about an hour and is followed by a cocktail reception for all students, friends, family, staff, and faculty – come and raise a celebratory glass with us! [RSVP on AUP Engage here.](#)

OFFICE OF INSTITUTIONAL RESEARCH, ASSESSMENT AND EFFECTIVENESS

COURSE EVALUATIONS: Course evaluations closed on the 1st of May. You will all have access to your students' comments 1 week after course grades are due (early June). If you do not, please contact the IRAE office (rsaris@aup.edu).

ASSESSMENT: The Online Assessment Tool (gOAT) closed in March with lukewarm faculty participation. Some of you will have received a request for missing assessment data for courses that contribute to the core of one of our Majors or Master's. Please respond to this data request asap. Your departmental chairs need your input to complete the departmental reports on time.

OUTCOMES ASSESSMENT DAY: At the time of writing this newsletter, we were preparing for an exciting new Outcome Assessment Day on Thursday, May 2nd. If you are reading this newsletter after that then you will know that there were three very interesting workshops focusing on:

- Making Blackboard, or any other LMS, do your assessment for you. Led by Kevin Dixey and Jennifer Dixey (ARC).
- Improving opportunities for academic and career exploration with ACE. Led by Isabella Archer and Linda Martz (ACE).
- Intro to Assessing Student Learning. (For New Faculty). Led by Claudio Piani

You can look forward to the full report in due course.

ACCREDITATION: As mentioned in our last newsletter, based on the data from our 2023 Annual Institutional Update (AIU), the MSCHE has voiced concern on our rapidly growing number of student enrollments between 2020 and 2021 and has requested a Supplemental Information Report. This increase in enrollments is just a return to normality after Covid. Nevertheless, the request for an SIR will be added to our Statement of Accreditation Status (SAS). The SIR has been drafted with the help of the Registrar, ARC, Admissions, and Student Life and has been submitted to MSCHE. Earlier this year we received a response from MSCHE that this latest SIR was accepted without further comment.

LIBRARY

LIBRARY EVENTS AND SPACE: Every Tuesday before the end of each semester the Library hosts the well-known *Café Olé* in the Learning Commons lobby area (15:00-16:00). These events allow LC staff and students and faculty to mingle and talk about what they do, what their projects are, etc. You need to come early as free coffee and cookies go fast! For further information check the library website.

Students, staff, and faculty noticed that the quality and flavor of our coffee is now better. This is due to the **two coffee-tasting events** we held in the atrium on March 21st with our alumna and coffee specialist Lacy Albry.

We are very happy to report that the second **Festival de BD with Professor Anne-Marie Picard** of the French Department was again a success! This year's topic was [La bande dessinée dans le tumulte de l'Histoire : Résistances, Révolutions](#). This festival opened with artist and author Sara Lomuscio's conference followed by a cocktail, to continue later with an online conference presentation with Stanford faculty [Tom Mullaney](#) on teaching with BDs. This year French students produced the posters of the event and helped guiding tours of the exhibit. Most faculty from the French Department brought their students to look at the exhibit and work with the material. French FR2200 students presented their favorite graphic novel publicly. There were two workshops targeted to French students as well as Film studies on storyboard. For further details on the festival check the library website events section.

As you probably noticed **the atrium** has become a more hybrid space, we host more events but continue, at the same time, to allow faculty and staff to develop their daily academic routines. This spring the atrium has hosted a few student club meetings, the II Festival de BD, the alumni in food roundtable, and hosted the alumni weekend cocktail on Friday 26 April.

ORDERING LIBRARY ITEMS FOR SUMMER AND FALL 2024 DURING THE OLYMPICS! Thank you for trying to get all your orders in as early as possible so we can help you and your students prepare for classes.

Library orders

Summer 2024 - deadline May 10 please request as soon as possible.

Fall 2024 - deadline June 1

To order books you may use the electronic form:

<http://library.aup.edu/request/recformbook.htm>

Or email if you have a list smurray@aup.edu AND cdevelopment@aup.edu with **BOOK ORDER and your name in the subject line, please.**

Include as much detail as possible if you have a list (ISBN, publisher, course number if you want it on reserve, date or edition, etc.) to speed up the ordering process

Please be aware that **we will order eBooks over print if they are available with more than one simultaneous user** - we do not order both, nor do we order all textbooks though we may order some if they are very expensive for students.

To order films

<https://aup.libwizard.com/f/recformfilm>

Wherever possible the library will purchase films with full institutional rights for viewing. It takes time to get films, so please order early.

Physical deliveries will take longer than usual this summer due to the Olympics.

BRING ALL THE LIBRARY ITEMS BACK: As the Spring semester reaches its end, all the library materials are **due back on May 14th**. If you need an extension, please let us know by sending us an e-mail to userservices@aup.edu.

TRIALS: Our trial with Oxford [Very Short Introductions](#) will end very soon. Your opinion is very important. Please send us your feedback by filling out [this survey](#).

YOUR RESEARCH SKILLS: This summer you may want to brush up your skills to find your way around e-books, streaming content, article databases, or how to sync your Google Scholar with the AUP resources and avoid paywalls. Do you need help

finding a specialized library in Paris? Contact a librarian to meet one-to-one in person or on Teams. Schedule a meeting with [LibCal](#).

SUMMER LIBRARY WEEDING PROJECT: Like every summer, the Library will be analyzing its print collection to keep our collection relevant and up-to-date. This important analysis will allow us to find linear meters to host items requested by faculty and students for the new courses and not available in an electronic version.

ACADEMIC RESOURCE CENTER

BLACKBOARD ULTRA: Academic Technology Support will be available all Summer to provide training for transitioning to **Blackboard Ultra**, which will be the default for all Blackboard classes starting in **Fall 2024**. Our training space is located in Saint-Dominique 6 (SD1-06). We are also happy to meet with you at your office or another location. We can also conduct training and problem-solving via Teams or Zoom. You can book an appointment by emailing us at ultrahelp@aup.edu.

ACADEMIC TECHNOLOGY: In addition, you can access a series of Blackboard Ultra and academic technology training videos (specific to AUP) with the link below: <https://academictech.screencasthost.com/channels/cZeO17VrWt>

We will also be rolling out a dedicated training website available to all AUP faculty, staff, and students in the coming month. Be sure to look for our mail with the URL to access it.

PEER TUTORING: ARC Peer Tutoring was available until April 30th (the last day of classes). A select number of tutors and subjects will be offered during Reading Days. The schedule for tutoring during Reading Days is available on Engage, the arc_aup Instagram page, and on the 4th floor of the Quai. Here are the Engage links:

[Reading Day Tutoring \(Day 1\) - AUP Engage \(campuslabs.com\)](#)

[Reading Day Tutoring \(Day 2\) - AUP Engage \(campuslabs.com\)](#)

[Reading Day Tutoring \(Day 3\) - AUP Engage \(campuslabs.com\)](#)

[Reading Day Tutoring \(Day 4\) - AUP Engage \(campuslabs.com\)](#)

ACADEMIC ACCOMMODATIONS: The deadline for ARC Exam Accommodation Requests for Spring 2024 Finals was at midnight on Monday, April 22nd.

Any late requests need to be sent immediately! Due to limited proctors and spaces, late requests will be reviewed on a case-by-case basis: <https://my.aup.edu/student-life/resources-services/webform/online-exam-accommodation-request-form>.

AMICAL CONSORTIUM



AMICAL 2024 CONFERENCE: AUP faculty and staff interested in innovation and collaboration in libraries, technology and pedagogy may be interested in AMICAL's upcoming virtual conference, scheduled for May 27 through June 6. We've lined up a great mix of invited speakers with expertise spanning topics from AI and society to libraries and mindfulness for student wellness, combined with dozens of presentations by faculty, librarians, and technologists from AUP and other AMICAL institutions.

We'll be posting the full program and registration information shortly on the [AMICAL 2024](#) page. To receive major announcements about the Conference and other AMICAL programs and events, create an account on our member forum, [AMICAL Connect](#).

SELECTED RECENT AMICAL EVENTS

- [AMICAL Mid-Year Forum](#) – [watch the recordings](#) and view [materials shared by speakers](#) from the Forum's sessions:
 - Innovation and engagement through the convergence of arts and sciences
 - Integrating the Digital Liberal Arts in the class: Course design, tools and takeaways (including AUP panelist **Russell Williams**)
 - Course-integrated Wikipedia editing projects: 4 reasons to do it, 3 ways to get support, and many compelling examples (co-facilitated by AUP's **Jeff Gima**)
 - Generative AI & writing: Concerns, challenges, opportunities, benefits, and practical integration in writing courses and courses with a writing component
 - Critical AI Literacies with the AI Pedagogy Project: Concrete ideas for educators and others who want to meet this moment creatively and critically
- [Campus-level responses to generative AI: An AMICAL panel & workshop](#) – [watch the recording](#) and [view resources](#) shared in the event (including AUP panelist **Geoff Gilbert**)
- [Collaborative insights! What are your current information literacy projects?](#) (co-organized by AUP's **Michael Stoepel**)

UPCOMING AMICAL EVENTS

- May 8: [Applying evidence-based practice in your library](#) (in partnership with the Open Society University Network)
- May 16: AMICAL Representatives Forum
- May 27 - June 6: AMICAL 2024 Conference (see above)
- June 11: Library Directors Forum