

The American University in Cairo (AUC)
Meeting of March 14, 2019
Bacon-Crary Meeting Room
Thursday 14 March 2019, 9:00 — 12:00 EET

Present:	Ehab Abdel-Rahman	Provost
	Alaa-Eldin Adris	AP-RIC
	Aziza Ellozy	AP-TLT
	John Swanson	AP-AE
	Zeinab Amin	Associate Dean, SSE
	Ghada Elshimi	Dean, ALA
	Adham Ramadan	Dean, Graduate Studies
	Alia Shoeib	Interim Dean, SCE
	Robert Switzer	Interim Dean, HUSS
	Diaa Nouredin	Associate Dean, BUS
	Naila Hamdy	Associate Dean, GAPP
	Kathleen O'Neill	Director, Academic Affairs Projects
	Lamia Eid	Interim Dean, LLT

Absent:

Apologies:

1 Networking and Informal Business

(i) No item(s).

2 Approval of Agenda

(i) Vote
Approval of Agenda of 14 March Meeting

9 Yes 0 No 0 Abstain 10 Pending

Request to move item number 7 to be item number 4. Motion seconded.

Show of hand vote confirmed approval of agenda.

3 Approval of Minutes

(i) Vote
Approval of Minutes of 28 February Meeting

8 Yes 0 No 3 Abstain 8 Pending

Comment for clarification from previous meeting: The AFR should be the basis for all reviews. The mechanism for post-tenure review is the AFR.

Show of hand vote confirmed approval of the minutes.

4 Financial Remuneration Related to Student Awards (Adham Ramadan)

There is no consistency between financial awards for the different types of graduation awards. A/C said there is no policy because they are based on the accrued interest.

Question: When someone donates for a named award, how would you dictate the prize?

Response: We would establish award criteria that would require a minimum donation for awards to allow for a set prize. We can set different amounts for endowments and prizes.

Question: What about existing prizes that are below the threshold? We don't want to bring the threshold down?

Response: We would need to bring the ones that are substantially lower up, and we would need to work with A/C on how we could do that.

Question: Do we have a list of the awards?

Response: Yes, with advancement.

Comment: We shouldn't make the decision on behalf of the donor.

Response: A/C does not make decisions on behalf of the donor.

Is there any objection to the concept of unifying awards?

Action Item: Adham Ramadan and Ghada Elshimi should review the prizes and then meet with Dina Abulfotuh.

5 Announcements

Provost- I just returned from Japan where I met with six universities to encourage exchange agreements. Five of the six were very eager. The sixth was skeptical to send students to Egypt, but they have offered scholarships to our students to study in Japan. They will look at this for two years and then reconsider sending students to Egypt.

AP-AE- According to the FHB (page 33), every department is required to submit a faculty needs assessment for promotion and tenure. If this has not been done for cases that have been submitted, we will be returning to the departments for this justification.

Comment: This should really be part of the third year review. There is opportunity for abuse if a department does not like someone. It's late in the day to decide on the needs of someone.

Comment: I think the issue can be very sensitive. This should be done before the person is hired. This decision should be reflected in the contract.

Comment: This needs assessment is a requirement for practice faculty.

Comment: Needs change over time. This is something should be done at the time of hiring and at the

time of promotion/tenure.

AP-TLT- Consultants for learning spaces will be coming in early April and will be meeting with faculty and students.

Associate Dean SSE- We had open day for SSE last week. This is an important day because so many of our students declare at the gate. Two years ago we had 200 students, last year we had 350 students and this year we had 500 students.

Director, Academic Projects- On behalf of SMIE, please submit your feedback on the chair evaluation by Sunday so the survey can be launched on Monday.

Comment: This is a process that we have done previously, but has not been done for some time. This is a return to this process. There will be an annual evaluation and an end-of-term evaluation.

ACTION ITEM: Kathleen to send both surveys to all deans and the associate deans present.

Associate Dean, BUS- ASHOKA event will be tomorrow. Next week have the Babson Collaborative event. Please feel free to come to both events. Additionally, as part of the centennial celebrations. We are working on a fellowship for Egyptians to travel to the US to strengthen US/Egyptian business relations.

6 SCE Dean Candidate Ashraf Hussein

7 DVR Carra Hood, Associate Provost for Strategic Planning, Academic Programming & Assessment

7 AOB

Brief on GSE USAID grant opportunity for \$12-15 million to support the needs of teachers in Egypt. I urge all deans to channel all requests from Thomas and the GSE to the right faculty in your schools.