



Resolution Log 2010/2011

Updated May 29, 2011

561 20010/2011 Transparency in Faculty Promotion and Tenure

The Senate in its meeting of November 9, 2010 voted on and approved a resolution on Transparency in Faculty Promotion and Tenure:

Once a recommendation on promotion or tenure is formulated at the level of the Dean of the school, the faculty candidate will be informed in writing of the recommendation and its specific justification. The candidate will acknowledge in writing receipt of the recommendation and may submit a response within two weeks to be included in the applications file, should the faculty member wish to do so. The file, including the Departmental Committee Report, the Chair's Letter, the Dean or School Council Recommendation, and the Candidate's Response (if there is one), is then forwarded to the Provost who makes a final recommendation to the Board of Trustees. The candidate receives work of the Board of Trustees decision on the application following the Board's May meeting.

Resolution Passed: November 9, 2010

President's Approval: June 12, 2011

562 20010/2011 Standard Retirement Package for Full-Time AUC Faculty

The Senate in its meeting of November 9, 2010 voted on and approved a resolution on a Standard Retirement Package for Full-Time AUC Faculty:

The University Senate re-affirms its Resolution 503 adopted on May 13, 2009. In re-affirming Resolution 503, the Senate requests the Administration to establish an ad hoc committee or task force with membership from the Senate and Administration to formulate and propose a standard faculty retirement policy and retirement package. The work of this committee, including its final report to the Senate and Administration, should be completed by March of 2011.

Resolution Passed: November 9, 2010

President's Approval: June 12, 2011

563 20010/2011 Adopting the Amended Academic Calendar for 2011-2012

The Senate in its meeting of December 14, 2010 voted on and approved the adoption of the amended academic calendar for 2011-2012, moving the International Day from Wednesday April 4, 2012 to Tuesday April 3, 2012.

Resolution Passed: December 14, 2010

President's Approval: June 12, 2011

564 20010/2011 Amending the By-Laws of the University Senate

The Senate in its meeting of December 14, 2010 voted on and approved the amendment of the By-Laws of the University Senate.

Resolution Passed: December 14, 2010

565 2010/2011 Moving Early Admission Deadlines from May 15 to March 1

The Senate in its meeting of March 15, 2011 voted on and approved that AUC moves early admission deadlines from May 15 to March 1.

Resolution Passed: March 15, 2011

President's Approval: March 28, 2011

566 2010/2011 AUC to Adopt Soft Skills as Criteria for Admissions

The Senate in its meeting of March 15, 2011 voted on and approved that AUC adopts soft skills as criteria for admissions.

Resolution Passed: March 15, 2011

President's Approval: March 28, 2011

567 2010/2011 A student is to Maintain GPA 3.4 to Maintain Merit Scholarship.

The Senate in its meeting of March 15, 2011 voted on and approved that A student must maintain GPA 3.4 to maintain merit scholarship

Resolution Passed: March 15, 2011

President's Approval: March 28, 2011

568 2010/2011 Faculty Handbook – Resolutions to establish the Faculty Handbook as a legal document

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

1.1 Resolution 1: Preface: The policies and regulations in this handbook, when adopted, form an integral part of the faculty member's employment agreement. Such policies and regulations are under continuous review. Accordingly, faculty members may anticipate that these policies will, from time to time, be revised or modified to meet changing circumstances. Suggestions for improvement are welcome.

“When revision and modifications of policies and regulations are adopted, incumbent faculty *should not be negatively affected* from such modifications. In cases where the application of revised policies appears to be less advantageous to the individual, the University seeks means of adjustment and equalization in applying the revised policies.”

Resolution Passed: April 2, 2011

President's Approval: April 27, 2011

569 2010/2011 Faculty Handbook – Resolutions to establish the Faculty Handbook as a legal document

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

1.1 Chapter IX

Resolution 2: “ The policies and regulations in this handbook form an integral part of the faculty member's employment agreement. Changes in such policies and regulations must be

based on resolutions adopted by the University Senate and affirmed by the President. It is the responsibility of the Faculty Affairs Committee of the Senate to ensure that the contents of the handbook are updated to reflect the current practice in academic matters.”

Resolution Passed: April 2, 2011

President’s Approval: April 27, 2011

570 2010/2011 Faculty Handbook – Resolution on teaching load

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

Resolution 3: “A normal teaching load, per year, is 30 contact hours for language instructors and 18 credit hours for writing instructors per year. Faculty with the rank of Assistant Professor and above, in departments other than language institutes, will normally teach 15 credit hours (*or equivalent*) per year.”

Timeframe for implementation: Fall 2011 or soon after a study is completed to assess the cost of implementing this policy.

Resolution Passed: April 2, 2011

President’s Approval: April 27, 2011

571 2010/2011 Faculty Handbook – Resolutions on faculty compensation and benefits: Faculty Salaries

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

Resolution 4: “AUC salaries for newly appointed and continuing faculty are benchmarked to the AAUP published average salaries of peer institutions. The relationship is announced annually by the provost to the faculty.”

When adopted and approved, this resolution will be part of the faculty handbook, chapter 7, section 2: basic compensation.

Resolution Passed: April 2, 2011

President’s Approval: April 27, 2011

572 2010/2011 Faculty Handbook – Resolutions on faculty compensation and benefits: Housing Benefits

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

In accordance with the equal rights policy adopted by AUC, all faculty are entitled to receive housing allowance. Compensation of faculty members who are not currently receiving housing allowance will be phased in over a period of three years.

Resolution 5: “All full time faculty are entitled to have housing benefits included in their base salaries” .

Timeframe for implementation: In accordance with the equal rights policy adopted by AUC, the university should make every effort to implement this

policy as soon as resources can be made available. It is strongly recommended that compensation of faculty members who are not currently receiving housing allowance will be phased in over a period of three years.

Resolution Passed: April 2, 2011

President's Approval: April 27, 2011

573 2010/2011 Faculty Handbook – Resolutions on faculty compensation and benefits: School Tuition

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

Resolution 6: “ School tuition for up to two children of *full time* faculty is provided at the actual cost of tuition subject to the following limitations.”

Timeframe for implementation: This benefit will be expanded gradually to make it available to all faculty. *The University administration will announce the progress towards that goal annually.* The limitations for providing local-hire faculty with schooling benefits need to be developed.

Resolution Passed: April 2, 2011

President's Approval: April 27, 2011

574 2010/2011 Faculty Handbook – Resolutions on faculty compensation and benefits: Home leave

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

Resolution 7 (a): “ All relocated faculty are entitled to an annual home leave to their point of origin (or comparable destination) for themselves and their qualifying dependents.”

Resolution Passed: April 2, 2011

President's Approval: April 27, 2011

575 2010/2011 Faculty Handbook – Resolution to establish a third rank for instructor-level faculty: Merit Instructor

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

Resolution 8: “To establish a third rank for instructor-level faculty: Merit Instructor. A committee will be set by the Provost to better define the position and the criteria for promotion.”

Resolution Passed: April 2, 2011

President's Approval: April 27, 2011

576 2010/2011 Faculty Handbook – Resolution on Nepotism

The Senate in its retreat of April 2, 2011 voted on and approved the following resolution regarding the new faculty handbook:

Resolution on Nepotism (to be placed at the end of chapter 5)

“The American University in Cairo seeks to foster an environment where members of its community are treated with respect and trust. Employment of family members may be problematic because such situations can create a conflict of interest and possibility of favoritism. Because of these concerns, the University is sensitive to circumstances in which relatives of employees might be hired, transferred, or promoted to positions where one relative might have influence over any of the following: a relative's employment, performance review, salary administration, promotion, or other employment-related decisions.

If a relationship develops during the course of employment that would violate this policy, the University will work with the individuals involved to resolve the situation. In all cases, the needs of the University determine the resolution. The responsible supervisor should take measures in consultation with the appropriate dean/area head. If an approved employment relationship exists where individuals work together in the same department, evaluation and recommendations concerning performance and/or salary will be accomplished at the next higher level of supervision.

The University requires full disclosure of any relationship as defined below to the dean/area head at the time of employment or at any time that it occurs in the course of employment.

Relationships covered by this policy include: spouse, parents, grandparents, brothers, sisters, children, grandchildren, aunts, uncles, nephews, nieces, and relatives by marriage (in-laws).”

Resolution Passed: April 2, 2011

President’s Approval: April 27, 2011

577 2010/2011 New Masters of Science in Robotics, Control and Smart Systems RCSS); and Master of Engineering in Robotics, Control and Smart Systems (RCSS).

The Senate in its meeting of April 5, 2011 voted on and approved the New Masters of Science in Robotics, Control and Smart Systems RCSS); and Master of Engineering in Robotics, Control and Smart Systems (RCSS).

Resolution Passed: April 5, 2011

President’s Approval: April 27, 2011

578 2010/2011 Catalog Changes: Major and Minor changes of the School of Sciences & Engineering

The Senate in its meeting of April 5, 2011 voted on and approved all major and minor catalog changes of the school of sciences and engineering.

Resolution Passed: April 5, 2011

President’s Approval: April 27, 2011

579 2010/2011 New Masters degree in Global Affairs

The Senate in its meeting of April 5, 2011 voted on and approved the new Masters degree in Global Affairs - School of Global Affairs and Public Policy (GAPP).

Resolution Passed: April 5, 2011
President's Approval: April 27, 2011

580 2010/2011 Catalog Changes: Major and Minor changes of the School of Global Affairs and Public Policy (GAPP)

The Senate in its meeting of April 5, 2011 voted on and approved all major and minor catalog changes of School of Global Affairs and Public Policy (GAPP).

Resolution Passed: April 5, 2011
President's Approval: April 27, 2011

581 2010/2011 New M.Sc. in Finance

The Senate in its meeting of April 5, 2011 voted on and approved the new M.Sc. in Finance - School of Business

Resolution Passed: April 5, 2011
President's Approval: April 27, 2011

582 2010/2011 Catalog Changes: Major and Minor Changes of the School of Business

The Senate in its meeting of April 5, 2011 voted on and approved all major and minor catalog changes of the school of Business.

Resolution Passed: April 5, 2011
President's Approval: April 27, 2011

583 2010/2011 Catalog Changes: Major and Minor Changes from the School of Humanities (HUSS) and the Core Curriculum

The Senate in its meeting of April 12, 2011 voted on and approved all major and minor catalog changes from the school of HUSS and the Core Curriculum. Motion passed after deleting 40b (to maintain the GPA for graduate studies in Political Sciences to 3.0).

Resolution Passed: April 12, 2011
President's Approval: April 27, 2011

584 2010/2011 A New Program on Music and Arts

The Senate in its meeting of April 12, 2011 voted on and approved A New Program on Music and Arts.

Resolution Passed: April 12, 2011
President's Approval: April 27, 2011

585 2010/2011 Catalog Changes: Major and Minor changes of the Graduate School of Education (GSE)

The Senate in its meeting of April 12, 2011 voted on and approved the major and minor changes from the Graduate School of Education (GSE).

Resolution Passed: April 12, 2011

President's Approval: April 27, 2011

586 2010/2011 Academic Calendar 2012-2013

The Senate in its meeting of April 12, 2011 voted on and approved the Academic Calendar 2012-2013.

Resolution Passed: April 12, 2011

President's Approval: April 27, 2011

587 2010/2011 Faculty Handbook

The Senate in its meeting of May 10, 2011 voted on and approved the new Faculty Handbook

Resolution Passed: May 10, 2011

President's Approval: June 9

588 2010/2011 Freedom of expression Policy

The Senate in its meeting of May 10, 2011 voted on and approved the freedom of expression policy.

Resolution Passed: May 10, 2011

President's Approval: June 9