

**The American University in Cairo (AUC)
Provost's Council December 17, 2020
ZOOM Meeting**

Present:

Ehab Abdel-Rahman	Provost
Zeinab Amin	AP-AA
John Swanson	Special Adviser to the Provost
Ghada Elshimi	Dean, Undergraduate Studies
James Ketterer	Dean, SCE
Daniel Ortiz	Dean, LLT
Nabil Fahmy	Dean, GAPP
Sherif Kamel	Dean, Business
Zeinab Taha	Interim Dean, HUSS
Aziza Ellozy	AP-TLT
Alaa-Eldin Adris	AP-RIC
Adham Ramadan	Dean, Graduate Studies
George Marquis	Dean of Students
Rachel Awad	Senior Director, Academic Affairs Projects
Sherine Mahfouz	Manager of Academic Communication
Randa Kamel	Associate Provost for Academic Student Services
Hend Elziki	Executive Assistant, Office of the Provost
Dina Adly	Associate Provost, Sponsored Programs
Amir Habib	AVP Finance & CFE
Lotfi Gaafar	Associate Dean for Undergraduate Studies, SSE

1. Approval of the Agenda

Agenda Approved

2. Approval of the Full Minutes of December 3, 2020

Minutes approved

3. Approval of the Online Minutes of December 3, 2020

Minutes approved

4. Tax Withholdings Update

Our financial, legal, and counsel of the university have been in discussions with the tax authority about how much we will pay and the percentage that we will deduct from our faculty and staff, and the back taxes we should pay.

5. Update on Student Access: Winter/Spring 2021

The management and operation team are working on all of the campus-related issues and facilities issues for access. We have been working very hard on identifying indoor spaces where students who may not have time to go home after a face-to-face class and have to attend an online class to be able to

use these spaces to take their online class. We have also updated the processes for submitting student access requests.

6. Announcements

- We will be looking into offering classes that will allow faculty to teach face-to-face while students who are not in the class can participate in the class through online tools.
- We will be sending each school the results of faculty feedback. We are waiting till they get over the exams, and we will be sending each dean the results of his school to share with the faculty, and then we will invite all faculty to listen to their needs so that we can respond to the feedback.
- We are obtaining additional Convene licenses for use by School Councils.