

**The American University in Cairo (AUC)
PC Meeting November 19, 2020
ZOOM Meeting**

Present:

Ehab Abdel-Rahman	Provost
Zeinab Amin	AP-AA
John Swanson	Special Adviser to the Provost
Ghada Elshimi	Dean, Undergraduate Studies
Hassan El-Fawal	Dean, SSE
James Ketterer	Dean, SCE
Daniel Ortiz	Dean, LLT
Nabil Fahmy	Dean, GAPP
Heba El Deghaidy	Interim Dean, GSE
Sherif Kamel	Dean, Business
Zeinab Taha	Interim Dean, HUSS
Aziza Ellozy	AP-TLT
Alaa-Eldin Adris	AP-RIC
Dina Adly	Associate Provost, Sponsored Programs
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
Ahmed Tolba	Associate Professor
Francis J. Ricciardone	AUC President
Deena Boraie	VP of Student Life

1. Approval of the Agenda

Agenda approved

Sexual Harassment

(Not Originally on the agenda)

When we hear a rumor from anybody, even if it is not a formal complaint, a student saying I am creeped out by this faculty, and I don't want to be assigned to his class, it is not sufficient to reassign this student to another professor. Failure to act on that behavior is insufficient. We are looking to prevent and to change the culture, not to punish. We need to remove anyone misbehaving. When you hear something, you must act.

The other point that we found out when walking physically at the premises we found in every school many of the faculty's offices has their windows covered. I asked that each Dean takes steps to remove that with the help of the Operations' team.

2. Approval of the Full Minutes of November 5, 2020

Minutes Approved

3. Approval of the Online Minutes of November 5, 2020

Minutes Approved

4. Spring 2021 Planning Task Force Recommendations

Guiding Principles:

- Health, Safety & Security are top priorities
- Quality of Education needs to be preserved
- Operational feasibility (Aligning with M&O)
- Choice for both faculty and students

Recommendation:

- A "Higher-Density Campus" compared to Fall 2020, provided that the health situation remains stable in the country.
- The CLT will offer support for faculty over the summer to prepare them for full-online delivery regardless of the mode of instruction
- Based on the triggers recommended by M&O, the mode of instruction may change to either fully online or less partial face-to-face, considering the suitability of the time during the semester.

Capacity Management and Classroom Assignments:

- We will stick to 2M Social Distancing (~20-25% of current classrooms' capacities) – following global standards in closed spaces that involve long durations.
- We can only accommodate classes of >12 students in 8 large classrooms/halls on campus
- Schools requested PF and EX courses based on the criteria specified [ALL PF requests were approved; pending optimal allocation of the limited spaces]

Campus Density Concerns:

- Need for a lot of indoor and outdoor spaces for students to take online classes
- Campus access challenges
- Dorms capacity
- Risk of COVID cases (numbers are growing)
 - What if we have a second wave of COVID?
 - What courses to prioritize if we are to move back to a lower density campus? (Stick to Tier 1?)

International Students:

- In enrolling in classes for Spring 2021, students should not select any course designated as Partial Face-to-Face unless they are prepared and able to come to the New Cairo Campus for class sessions that will meet face-to-face.
- If a spring 2021 course that is formally scheduled to meet online shifts to Face-to-Face instruction on campus for any reason, any enrolled student — local or international —

who chooses to continue with the course on an online basis will be accommodated so that she or he can complete the class online.

- In the event that an online course shifts to face-to-face instruction during the course of the spring 2021 semester, any student enrolled in the course who wishes to continue on an online basis will be required to submit a formal application to the Dean of Students for approval. The Office of the Dean of Students will then consult with the relevant faculty member and department chair concerning implementation of an appropriate accommodation.

Timeline & Next Steps:

- Timeline
 - Schedule with PF & EX Thursday, November 19
 - Advising Start Sunday, November 22
- Next Steps
 - Deans to confirm the list of PF & EX
 - Communications to stakeholders (Urgent by next week)
 - Updated FAQs

5. Announcements

For those students who can't come back. We have a couple of suggestions:

- For the deans to sense if there are faculty who would be willing to stay online, and that's in addition to what I understand that we do have some Arabic classes that will be fully online all semester and some that are going to be face-to-face and some online.
- When a student who is overseas register for a class and who isn't able to come to Egypt, even if the situation improves, they reach out individually to the professor and see will this professor is willing to work with them, not necessarily teach the two modalities but work with that student however they would need to continue the course. At the same time, the Dean of Students' Office writes to all faculty having international students registered the same request. If a faculty member isn't willing to do that, then the student still has time to make a change or drop the course.

6. Follow up-to School-based Meetings with Deans

The genetic problems were common in all meetings. The set up allowed the students to discuss in detail specific courses and departments problems they are having. The deans and the associate deans promised that they will go back to their faculty and discuss that.

7. Student Concerns

Alternative solutions and ideas or a modified Pass\Fail version such that it does not affect the quality of our education is the suggested solution.

Considering a modified Pass\Fail that would allow students to choose one course or two maximum as a Pass\Fail is a reasonable response to validate all of their concerns.