

The American University in Cairo (AUC)
PC Meeting October 22, 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
Randa Kamel	Associate Provost for Academic Student Services
Alaa-Eldin Adris	AP-RIC
Dina Adly	Associate Provost, Sponsored Programs
Adham Ramadan	Dean, Graduate Studies
George Marquis	Dean of Students
Yvette Fayez Isaac	Assistant Provost for Faculty Affairs
Rachel Awad	Senior Director, Academic Affairs Projects
Hend Elziki	Executive Assistant, Office of the Provost
Sherine Mahfouz	Manager of Academic Communication
Francis J. Ricciardone	AUC President
Ahmed Tolba	Associate Professor
Ayman Ismail	Associate Professor
Iman Megahed	AVP for Digital Transformation
Ahmed Abdel Meguid	Associate Professor and Associate Dean
Stephen Urgola	University Archivist and Director of Records Management

1. Approval of the Agenda

Agenda approved

2. Approval of the Full Minutes of October 07, 2020

Minutes Approved

3. Approval of the Online Minutes of October 07, 2020

Minutes Approved

4. Remarks from the President

President elaborated upon the October 21 announcement re: income tax withholding.

5. Winter/Spring 2021 Planning Updates

Key Considerations:

- Given that AUC does not have a "Cohort-based" schedule, any increase in the number of PF sections will result in an exponential increase in the number of students on campus.
- There are still significant health concerns within the AUC community (students and faculty), particularly with the increased numbers in Europe and North America, and the expectation to have a second wave in the Winter.

6. Advising Task Force Update

Preliminary Identification of Problems and Challenges:

Registration

Advising

Mentoring

Potential Solutions and Recommendations

Changing the Culture and Improving Processes

Suggestions for Advising:

- Formal advising training for faculty advisors.
- Introducing Targeted Advising bases on class standings
- Granting the AAC an observer access to the Catalog Change System to be aware of potential changes proposed by the departments.
- Updating all majors study plans on Degree Works and ensuring that all departments and students are utilizing its full potential, including flagging deviations.

Suggestions for Mentoring:

- Promoting the LMP through having 'ambassadors' in each department/school
- Introducing more mentorship platforms
- Allowing more time for faculty to mentor

Suggestions for Registration:

- Revisiting Timelines: Advising, Declaration, Registration, Payment
- Enhancing the use of "waitlist" where applicable through automation
- Considering partially pre-set schedules
- Reducing the variation in (perceived) teaching quality among courses.
- Addressing capacity issues.

Future Steps and Action Plan:

- Hold focus group meetings with students and faculty to solicit further insights.
- Follow up on the launch of the Predictive Analysis Capacity Planning Model.
- Hold additional CAMR meetings to fine-tune recommendations and produce a final report.

7. Registration Caps and Classrooms

Background

- Issue was brought up 2 years ago in connection with very large classes
- A decision was made to cap courses at 35 students
- Recently we needed data from registrar for Learning Spaces Planning – specifically how many courses have 30, 35 or more students
- Focused on S2019 and F2019

Discussion:

- How to enforce Caps
- Defining low enrollment for Graduate courses

8. AUC Knowledge Fountain

About AUC Knowledge Fountain

- FOUNT is an initiative sponsored by the AP for Research, Innovation, and Creativity.
- FOUNT will house faculty works, student works, and works produced by the Schools.
- FOUNT provides a searchable and inter-linked platform that shows how AUC's output is used around the world.
- FOUNT can be the publishing backbone for many AUC internal and external publications.

What is in for faculty and AUC?

FOUNT is a strong visibility tool for faculty and others. Faculty works will gain great visibility outside the traditional and official publishing circles of pay-to-read revitalizing many works in unsuspecting and unexpected ways. FOUNT will provide AUC with dashboard data to review and assess where works in the IR are being used, and provide evidence to its global outreach.

What are the next steps?

- Migration of Faculty paper citations.
- Setup of journal module.
- Setup of submission workflow for creative works, and student works.
- Retroactive digitization of select materials.

9. Academics at AUC Post COVID-19 committee update

Committee mandate and process

Mandate:

Ad hoc committee convened by the Provost to examine post-COVID-19 strategic trends and implications and to inform AUC's next strategic planning process.

Focusing on academic areas, including:

- New labor market needs
- Program modifications
- Impact on teaching and learning
- Adoption of new technologies
- Internationalization
- Library of the future
- Any other related areas

Process:

- Conducted 16 meetings, roundtables and townhalls with key stakeholders; with more than 200 faculty and staff participating.
- Reviewed international literature on emerging trends in higher education post-COVID-19.
- Synthesized key findings in this presentation and attached memo. Key findings do NOT represent consensus or strategic plans, but rather perspectives from key stakeholders intended to serve as input for strategic planning at the different governance bodies at AUC

Concluding thoughts: moving forward

For AUC to move forward based on findings:

- Communicating the academic vision, including university-wide themes that we want to focus on, interdisciplinarity, research vs. teaching focus, and aspirational digital footprint.
- Aligning the academic governance structure to reduce departmental silos, encourage interdisciplinary programs and collaborations, improve organizational agility, align the allocation of resources to the academic vision.
- Rethinking the university financial structure by creating transparency and better understanding of the cost structure, making strategic decision on allocation of resources, and increasing decentralization and accountability.
- Aligning the other strategic areas based on the above: curation of future students, rethinking our academic programs footprint, and expanding internationalization.