

**The American University in Cairo (AUC)  
PC Meeting November 5, 2020  
ZOOM Meeting**

**Present:**

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
Hend Elziki	Executive Assistant, Office of the Provost
Sherine Mahfouz	Manager of Academic Communication
Ahmed Tolba	Associate Professor
Mohamed Swillam	Professor and Chair, Physics Department
Michael Duckworth	Director AUC Press
Ahmed Abdel Meguid	Associate Professor and Associate Dean

**1. Approval of the Agenda**

Agenda approved

**2. Approval of the Full Minutes of October 22, 2020**

Minutes Approved

**3. Approval of the Online Minutes of October 22, 2020**

Minutes Approved

**4. Approval of the Full Minutes of October 26, 2020 (Emergency Meeting)**

Minutes Approved

**5. Approval of the Online Minutes of October 26,**

Minutes Approved

**6. Update on Spring 2020 Planning**

The main strategy is to go for a higher density campus. There are triggers that M&O are following in terms of the country situation, and definitely, we may be triggered to go back to lower density or fully online depending on the health situation.

The guidelines for us are:

- Health and safety
- Quality of education
- Choice

## **7. Template for External Reviewers**

Provost Council received a suggestion that we use a template to communicate to external reviewers.

The Area of evaluation that other university included:

- Teaching and Learning
- Research Publication Output
- Quality of Research outputs
- Postgraduate Supervision
- Fund-raising and grants
- Impact on Society
- Standing in the Discipline
- University Service

This can be aligned and modified with our AUC mission. If we make our external review process more detailed, this should help us evaluate our promotion and tenure candidates better.

## **8. Proposal for Textbook Supply to AUC students for AUC Courses**

The AUC Press and Bookstores wish to help transition the methods of AUC Textbook ordering, supply and final purchase from Summer 2021 classes onwards. This is to ensure the long-standing situation of overstocks and unsold books that sits on the AUC Press inventory is finally corrected.

## **9. Student and Faculty Composition Fall 2020**

To be postponed to another PC Meeting.

## **10. Follow up on the Academic Leadership Forum**

The sentiments from the chairs in the last Academic Leadership meeting were strongly in favor of the recommendation of the Provost Council, which was not to implement a Pass\Fail for the Fall but to consider something longer-term as a separate discussion.