

# BARD

Undergraduate Faculty Newsletter  
Annandale, September 2017  
Volume 13, Number 1

*from the* **Dean of the College** \_\_\_\_\_

Rebecca Thomas

Welcome to the new academic year. This newsletter is intended to provide helpful information about recent activities and initiatives, important dates and deadlines, and resources. We have streamlined the newsletter by moving faculty grants and accomplishments to a separate document which will be posted on the Dean of the College website; we'll circulate a link when it is posted.

As we prepare for the fall semester, we in the Dean's office wish a fond farewell to Laurie Nash, who retired at the end of August. She will be in the area so we will look forward to continuing to see her, but we'll miss her daily presence in Ludlow. Rachel Price will be assuming Laurie's role as Executive Assistant to the Dean of the College, so you can direct relevant questions (for example, about faculty evaluation processes and reimbursement of research funds) to Rachel. We're pleased to welcome Nicole Van Zutphen to her new role as Functional Analyst in our office; she will be helping us take better advantage of technology in all facets of our work.

I'd like to highlight the new House Professors (Faculty in Residence) program, announced earlier in the summer and described below by both Deirdre d'Albertis and David Shein in their entries.

Three new tenure-track faculty join us this semester: Antonio Kontos in physics, Gregory "Duff" Morton in anthropology, and Felipe Rezende in economics; Professor Rezende will also be Director of the Economics and Finance Program. Moving into tenure-track lines from visiting faculty positions are Laura Ford in sociology and Ephraim Asili in film and electronic arts. Please visit the dean's site at [www.bard.edu/doc/](http://www.bard.edu/doc/) to read biographies of new faculty and review the complete faculty transition list for fall 2017.

Congratulations to the following faculty on receiving tenure: Ben Coonley as associate professor of film and electronic arts, Elizabeth Holt as associate professor of Arabic, Allison McKim as associate professor of sociology, and Olga Voronina as associate professor of Russian. Congratulations also to Brooke Jude who has been promoted to associate professor of biology.

This year, we will be conducting tenure-track searches in applied mathematics, abnormal psychology, and computer science.

Best wishes to all for a productive and fulfilling academic year.

**Testimony Letters are Due September 20**  
**for PRE-TENURE, NON-TENURE-TRACK and SENIOR faculty**

If you would like to submit a letter to the evaluation file of a faculty member scheduled to be evaluated this semester, it should be signed and sent to the Dean of the College, Ludlow 203, or by e-mail to doc@bard.edu by **Wednesday, September 20**

**Pretenure Evaluations\***

Adhaar Noor Desai	L&L/English
Justin Hulbert	SMC/Psychology
Wah Guan Lim	L&L/Chinese
Peter L'Official	L&L/Literature
Diana DePardo-Minsky	ARTS/Art History
Olga Touloumi	ARTS/Art History

**Non-tenure-track Evaluations\*\***

John Esposito	ARTS/Music
Stefan Mendez-Diez	SMC/Mathematics
Matthew Sargent	ARTS/Music
Steven Simon	SMC/Mathematics

**Senior Evaluations\*\*\***

Jonathan Brent	L&L/History and Literature
Ellen Driscoll	ARTS/Studio Arts
Gidon Eshel	SST/ Environmental and Urban Studies
Christopher Gibbs	ARTS/Music
Jonathan Rosenberg	ARTS/Theater and Performance
John Ryle	SST/Anthropology

\*Pretenure evaluation testimony is read by the divisional evaluators, the division chair, the Faculty Evaluation Review Committee (FERC), the dean of the college, and the president.

\*\*Non-tenure-track evaluation testimony is read by the divisional evaluators, the division chair, the College Evaluation Committee (CEC), the associate dean of the college, and the president.

\*\*\* Senior evaluations are generally scheduled every seven years after tenure or a CEC evaluation or in accordance with contractual agreements, and materials are read by the program director, the division chair, the dean of the college and the president.

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**Testimony Letters will be Due November 29  
for TENURE Candidates**

If you would like to submit a letter to the tenure evaluation file of a faculty member listed below it should be signed and sent to the Dean of the College, Ludlow 203, or by e-mail to [doc@bard.edu](mailto:doc@bard.edu) by **Wednesday, November 29**

Alexander Bonus	ARTS/Music
Paul Cadden-Zimansky	SMC/Physics
Aniruddha Mitra	SST/Economics
Michelle Murray	SST/Political Studies
Matthew Mutter	L&L/Literature
Dina Ramadan	L&L/Arabic
Bruce Robertson	SMC/Biology

All submitted testimony is read by the divisional evaluators, the division chair, the Faculty Evaluation Review Committee (FERC), the dean of the college, and the president.

**FALL FACULTY MEETINGS**

**Faculty Meetings** – Wednesdays 4:45 p.m., Bertelsmann Campus Center Multipurpose Room  
**September 6, October 4 (faculty-led), November 15, December 20**  
**Executive Committee** – Wednesdays 1:00 p.m. – 2:30 p.m., Ludlow 301  
**Curriculum Committee** – Thursdays 8:30 a.m. – 10:00 a.m., Ludlow 301  
**Planning and Appointments Committee** - Fridays 10:00 a.m. – 11:30 a.m., Ludlow 301  
**Faculty Senate Meetings** – Tuesdays, 8:30 a.m. - 10 a.m., RKC 200  
**September 5, October 3, November 7, December 5**

*from the* **Bard Research Fund** \_\_\_\_\_

**Bard Research Fund Call for Proposals**

The deadline for Bard Research Fund proposals is **Friday, September 15** for research funds to be used during the 2018-2019 academic year. Details about this grant and the review process can be found on the dean's webpage [www.bard.edu/doc/research/](http://www.bard.edu/doc/research/).

### **Celebrating Faculty Accomplishments**

Beginning this fall, the Faculty Seminar (again directed by Prof. Matthew Deady) will be coordinated with **Celebration of Faculty Research, Publications, and Professional Accomplishments**. Following in the tradition of Faculty Book Receptions, this regular event will place members of the faculty in dialogue with one another around their own most recent work. Faculty Seminars will also be built around a "works-in-progress" model. Expect detailed information about the new format and a call for participants soon.

### **CFCD Faculty Fellows**

CFCD is pleased to announce the second year of its CFCD Faculty Fellows initiative. Two faculty members serve each year as advocates for particular faculty development projects ranging from inclusive pedagogy and building communities of practice across Bard's network to nurturing research productivity and supporting faculty members at each distinctive stage of the academic career. One tenured and one tenure-track member of the faculty are selected each year, joining co-directors Phil Pardi and Deirdre d'Albertis to craft CFCD offerings. CFCD Faculty Fellows are available for class visits and one-on-one consultation with members of the faculty. Join us in thanking Professor Adhaar Desai ([ndesai@bard.edu](mailto:ndesai@bard.edu)) and Professor Emily McLaughlin ([mclaughl@bard.edu](mailto:mclaughl@bard.edu)) for continuing this fall as CFCD Faculty Fellows. Professor Laura Kunreuther ([kunreuth@bard.edu](mailto:kunreuth@bard.edu)) will come on board as a fellow beginning in Spring 2018, when Professor McLaughlin completes her term.

### **CFCD Faculty Common Room**

**Please join us for a celebration** of the generous support by lead donors—all members of the faculty—and a grand opening on **Monday, September 18<sup>th</sup>** in Hegeman 204B at 5:15 p.m.

Fifteen years after its founding, Bard's Center for Faculty and Curricular Development now has a room of its own: the college has renovated a beautiful, light-filled space on the second floor of Hegeman. The new CFCD Faculty Common Room (Hegeman 204B) will house a range of activities: at once a work space, a reading room, a writing center, and quiet retreat with extensive open hours, the Common Room will be accessible to faculty with a swipe card. We look forward to hearing your ideas about how to make this new campus space both functional and inviting for faculty development projects.

CFCD offers programs and support for faculty at all stages in their teaching and professional development. Serving over a hundred faculty members each semester, CFCD provides a convivial venue for faculty-initiated discussion of a wide range of topics and issues. Regular programming includes events designed specifically for new and junior faculty, publishing panels, open classrooms, teaching round tables, and summer workshops. In addition to events during the semester and summer, CFCD offers support for faculty in the form of drop-in hours, one-on-one consultations, and classroom observations.

### **Faculty in Residence (FIR) Program**

Beginning in fall 2017, the college is launching a new Faculty in Residence Program. All incoming first year and transfer students will be assigned to one of four "houses;" these houses do not correspond to buildings but to communities. Intended to foster a sense of tradition and belonging, the houses are named after distinguished alumni/ae and friends of the college, reflecting the history of progressive education at Bard: **Emerald Rose McKenzie '52, George Coulter '51, Marie McWilliams, and Adam Yauch '86.**

Each community will be led by a House Professor whose role is to nurture intellectual and social connections within and across communities. The House Professors will reside on campus, eat regularly in the dining commons, and become fully integrated into campus life. They will plan regular house events,

which can range from accompanying students to a seminar or hosting a reading group to attending student events in the residence halls or around campus. There will also be informal interactions in faculty homes and in common meeting spaces around campus. House professors will collaborate with other faculty, administrators, residence life staff, and peer counselors.

The goal of this program is to provide an opportunity and resource for students—from the moment they arrive for L&T—to engage with faculty members and their partners and/or families outside of the classroom.

Many thanks to all those who were integral in creating this program, including the Campus Facilities Committee, the staff of Residence Life, the Office of Development and Alumni/ae Affairs, Registrar's Office, Information Technology, the newly formed FIR Advisory Council, and the founding House Professors and their families: **Keith O'Hara** (Coulter), **Michelle Murray** and **Chris McIntosh** (McKenzie), **Swapan Jain** (McWilliams), and **Brooke Jude** (Yauch).

*from the* **Dean of Studies and Associate Vice President for Academic Affairs** \_\_\_\_\_  
David Shein

### **Advising at Bard**

Welcome to the fall semester. We've made some adjustments to the supplemental advising system that we hope will help you in your work with students inside and outside the classroom. Please read on to learn more about the revamped class dean system and its connections to the new House Professor program.

In addition to being assigned an **Academic Adviser**, students are assigned a **Class Dean** and a **House Professor**. This provides a three-pronged support system that is designed to help students at all stages of their Bard careers flourish in the classroom and in the campus community.

**Academic Advisers** are faculty members who teach in the student's intended area of study. They help students craft their programs of study, counsel them throughout their studies, and provide guidance and assistance during the registration process. They also help students with applications for internships, post-graduate plans, and fellowship and scholarship opportunities. Academic Advisers are expected to hold regular advisory conferences with their advisees throughout the semester in addition to meetings prior to, during, and after registration.

**Class Deans** are staff of the Center for Student Life & Advising who help students develop the skills they need to engage effectively in their coursework, to work with their academic advisers to plan their programs of study, and to craft extra- and co-curricular engagements that complement their academic work. They act as referral agents, helping students (and their faculty) connect with other support offices on campus, and they also work directly with students to develop and implement strategies for success. First-Year students are assigned to one of two first-year deans, each of whom focuses on helping new students make the transition to living and working in a residential college setting. Upon completing their first year, students are assigned to one of three class deans, with whom they remain for the duration of their time at the College.

The class deans (all of whom can be reached at x7454) are:

<b>Kevin Dean</b> ( <a href="mailto:kdean@bard.edu">kdean@bard.edu</a> )	First-Year students whose last names start with A-M.
<b>Kaet Heupel</b> ( <a href="mailto:kheupel@bard.edu">kheupel@bard.edu</a> )	First-Year students whose last names start with N-Z.
<b>Jen Triplett</b> ( <a href="mailto:triplett@bard.edu">triplett@bard.edu</a> )	Sophomores-Seniors whose last names start with A-G.
<b>Dorothy Albertini</b> ( <a href="mailto:albertin@bard.edu">albertin@bard.edu</a> )	Sophomores-Seniors whose last names start with H-P.
<b>Timand Bates</b> ( <a href="mailto:tbates@bard.edu">tbates@bard.edu</a> )	Sophomores-Seniors whose last names start with Q-Z.

All five class deans will work closely with Dean of Students **Bethany Nohlgren** and Dean of Studies **David Shein**, who will also be available to support students and faculty who need additional assistance.

**House Professors** are faculty members who live on campus and who have a special charge to nurture intellectual and social connections with and among students. They offer programming in their homes and across campus for students in their House communities and they work with the student and professional staff in the Office of Residence Life who bring programming (and other faculty) into the residence halls. In this inaugural year of the program, each of four House Professors has been assigned ¼ of the first-year class and incoming transfer students; these students will remain affiliated with this house through graduation. Next year the houses will include sophomores and first-years, and so on; eventually, each student on campus will be affiliated with a House and a House Professor.

*from the* **Center for Faculty and Curricular Development (CFCD)** \_\_\_\_\_  
Deirdre d’Albertis and Philip Pardi, Co-coordinators of CFCD  
Adhaar Desai and Emily McLaughlin, CFCD Fellows

**Ribbon-Cutting Ceremony for CFCD Faculty Common Room**

**Monday, September 18**

CFCD Faculty Common Room (Hegeman 204B)

**Reception 5:15 p.m. – 6:30 p.m.**

**Conversation & Reception: Teaching Engaged Liberal Arts and Sciences (ELAS)**

**Monday, October 2**

CFCD Faculty Common Room (Hegeman 204B)

**CFCD Workshop 5:00 p.m. – 6:00 p.m.**

**Cocktail Reception 6:00 p.m. – 7:00 p.m.**

Now in the sixth semester of supporting [Engaged Liberal Arts and Sciences](#) (ELAS) courses, the Bard Center for Civic Engagement invites you to our annual ELAS kickoff session. This session is open to all faculty; no previous experience is necessary. Learn more about how to include engagement in your classes from Bard faculty teaching ELAS courses and meet the staff that provides support and resources for ELAS faculty. Faculty from all divisions encouraged to participate. ELAS promotes creative approaches to engagement in the classroom by linking coursework and critical thinking skills with civic engagement activities that contextualize course materials and enhance learning.

**Lightning Lunches & Thursday Afternoon Conversations**

*All lunches are in the FDR French Room unless otherwise noted; Thursday events are in the CFCD Faculty Common Room.*

Week 1

**Tips for Structuring a Single Class Meeting (80-Minute & Longer)**

**Monday, September 4**

FDR French Room

Lunch 12:00 noon – 1:00 p.m.

**Wine, Cheese, & Pedagogy: Gender & Pronouns in the Classroom**

**Thursday, September 7**

CFCD Common Room

4:40 p.m. – 6:00 p.m.

Week 2

**Commenting on Student Work**

**Tuesday, September 12** FDR French Room  
Lunch 12:00 noon – 1:00 p.m.

**Wine, Cheese & Pedagogy: Getting Senior Projects off to a Good Start**  
**Thursday, September 14** CFCD Common Room  
4:40 p.m. – 6:00 p.m.

Week 3

**Collaborative Learning Strategies: Using Small Groups**  
**Monday, September 18** FDR French Room  
Lunch 12:00 noon – 1:00 p.m.

Week 4

**The Academic Success of Under-Represented Students**  
**Tuesday, September 26** FDR French Room  
Lunch 12:00 noon – 1:00 p.m.

Week 5

**Tips on Writing Crite Sheets**  
**Monday, October 2** FDR French Room  
Lunch 12:00 noon – 1:00 p.m.

Week 6 [Fall Break this week; no event]

Week 7

**Preventing and Responding to Plagiarism**  
**Monday, October 16** FDR French Room  
Lunch 12:00 noon – 1:00 p.m.

**Wine, Cheese, & (Inclusive) Pedagogy: Classroom Strategies for Inclusive Pedagogy**  
Thursday, October 19 CFCD Common Room  
4:40 p.m. – 6:00 p.m.

Week 8 [Grades due this Friday; no event]

Week 9

**Understanding the Mind of the 18-22 Year Old**  
**Monday, October 30** FDR French Room  
Lunch 12:00 noon – 1:00 p.m.

Week 14 [Advising Day is following week: Wednesday, Dec. 13]

**Tips for an Efficient & Effective Advising Day**  
**Tuesday, December 5** FDR French Room  
Lunch 12:00 noon – 1:00 p.m.

**Special Events for First and Second-Year Faculty**

**Grant Writing**  
**Monday, September 25** CFCD Common Room  
5:30 p.m. – 6:30 p.m.

## **Jumpstarting Your Professional Network**

**Monday, October 16**

5:30 p.m. – 6:30 p.m.

CFCD Common Room

## **Preparing for 3<sup>rd</sup>-Year Review**

**Monday, November 6**

5:30 p.m. – 6:30 p.m.

CFCD Common Room

## **Informational Materials – Contents of [www.bard.edu/doc/](http://www.bard.edu/doc/)**

You will find the **Faculty Handbook** at [www.bard.edu/doc/](http://www.bard.edu/doc/). A small number of hard-copy handbooks will be printed; if you need one, please contact the dean's office at x7421 or [doc@bard.edu](mailto:doc@bard.edu). The following documents can also be found at [www.bard.edu/doc/](http://www.bard.edu/doc/):

Faculty Meeting Schedule

Faculty Newsletter

### **News and Events**

Faculty Highlights 2008-2009 to present

Faculty Events

    FYSEM Events

    CFCD Events

Book Celebrations and history

Faculty Seminars and history

Faculty Newsletter Archive

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### **Governance**

#### Program Directors List

    Two year program plans

#### Faculty Evaluation

    Divisional Evaluators 2017-2018

    Deadline Schedule 2017-2018

    Faculty Evaluation Document 2017-2022

    Evaluation List 2017-2018

    Template for Division Evaluator Reports

#### Faculty Committees

    Committee List Fall 2017

    Tenure and Pretenure Evaluation Schedule

#### Committee Minutes 2016-2017

    Faculty Executive Committee

    Curriculum Committee

    Planning and Appointments Committee

    Senate

Middle States Self-Study 2007

#### Meetings

    Faculty Meeting Schedule 2017-2018

    Divisional, Senate, Program Meetings Schedule

    Faculty Meeting Minutes 2017-2018

    Faculty Handbook 2017-2018

    Title IX Policies

## **Appointments and Recruitment**

### Planning and Appointments Committee (PAC)

- PAC Call for Proposals
- PAC Proposal Submission Tool
- PAC 3-year Program Plan Template

### Faculty Appointments

- Transition List Fall 2017
- New Faculty

### Faculty Recruitment and Searches

- Preparing for Candidate Visits

### Recruitment Guidelines

- Search Committees
- Search Descriptions

### Faculty Benefits

- Human Resources–Benefits

## **Teaching and Advising Resources**

### Faculty Guidelines

- Distribution Requirements for Students
- Faculty Guide to Academic Advising
- Faculty Guide to Moderation
- Faculty Guide to Senior Project
- Guide to Faculty Duties
- Mid-term Crite Sheet Tips
- Awarding Scholarships for Language Intensive Programs
- Program Director Guidelines
- Program Self Assessment Guidelines
- Survival Guide
- Teaching Team Guidelines

### Course and Faculty Evaluations

- Sample Café Form
- Faculty Instructions

### Administrative Support

- Faculty Admin. Support Contact Info.
- Work Done by Faculty Admin. Support

### Higher Education Resources – see website for full list

## **Research and Development**

### Resources

- Bard Research Fund Guidelines
- Bard Research Fund Grant History
- Faculty Research and Travel Guidelines
- Research and Travel Reimbursement Forms
  - Travel Reimbursement/Advance Form
- Travel On Policy
- First-Year Seminar Research and Travel Guidelines
- Institutional Review Board
- Faculty Grants Information
- Professional Activities Form
- Sabbatical List
- Links

### Support Network

- Advice for New Faculty Members
- Links to Bard's Housing Board
- Questions You Might Ask a Mentor, Senior Colleague or Department Chair
- The New Faculty Member
- Directory Input & Emergency Contact Form
- Information for Non-Immigrant Visitors and Immigrants
- Title IX Support for Faculty/Staff

### Program External Review

- 12-year Program Evaluation Schedule

### Common Links

- Center for Faculty and Curricular Development (CFCD)
- First-Year Seminar
- Information Technology
- BITS (Bard Information Technology Services)
- Academic Technology Website
- Moodle
- Computing Helpdesk ([helpdesk@bard.edu](mailto:helpdesk@bard.edu) or 758-7500)
- Information Technology Purchasing Guidelines

## **Volume 13, Number 1**

This letter is intended by the Office of the Dean of the College to make information for faculty more accessible and available in an easy format. Where information is available on-line at our campus website

**<http://www.bard.edu/doc>**

you will be directed to that page. Please make use of the website; suggestions for posting of information and data are very welcome. The newsletters will be archived on the website. If you have questions or comments about this newsletter, please contact [doc@bard.edu](mailto:doc@bard.edu).