

Madrid Site Specific Advisory Committee  
Monday, March 9, 2015, 9:30 – 10:45 EDT  
Noho Conference Room, Bobst Rm 1110

**Attendees**

Janet Alperstein  
Georgina Dopico-Black  
Karen Krahulik  
Lorena Llosa  
Rob Lubar  
Linda Mills  
Nancy Morrison  
Lauren Plusch  
Josh Taylor

**Introductions**

The meeting began with introductions from the committee members. The committee decided that Gigi Dopico-Black and Lorena Llosa would co-chair the committee going forward.

**Visual Identity of the Site**

The committee began by reviewing the site description on the landing page of the Madrid website. The committee members agreed that the description should be revised. Committee members Lorena, Gigi and Rob will collaborate and produce a revised site identity description which will both reflect the strengths of Madrid as a capital of multiculturalism and multinationalism and Madrid as a dynamic and academically engaging global site.

As the committee works to enhance the content of the site, a working group of site representatives has focused on creating more cohesion among the global site landing pages. The group has delivered a series of recommendations which will make basic changes to the design without affecting the content.

*Global Study Planner*

NYU has been engaged in a University-wide project to develop an Academic Planner that helps students to map out their course of study throughout their time at NYU. Responding to faculty requests to introduce a planner more quickly for the global sites, a parallel widget, the “Global Study Planner,” has been created. The widget will allow students to explore the various pathways and courses offered at the global sites based on their disciplinary and language preferences. Committee members can test the Global Study Planner [here](#). Please let Josh Taylor (josh.taylor@nyu.edu) know as soon as possible if you encounter any issues that need to be fixed.

The Committee members were impressed by the widget and feel it will be helpful for students as they plan to study away. They had several suggestions for the widget: Add CAS College Core; Sites with

language requirements should be noted; Add a contact email address in case faculty or students have questions about the content.

### *Advertising and Publications*

Global Programs is in the process of reaching out to departments and schools to develop new, academic-focused print materials that highlight site identity, departmental course offerings, and pathways at the global sites. In this collaborative process, Global programs provides departments/schools with a basic design template and a designer while, in turn, departments/schools provide the pathway content. There are several iterations of the template; showing students who study away in more than one location or students who study away for multiple semesters.

While the committee responded positively to these templates, they felt that they may be more effective for sequential majors or majors which require an early declaration. There was some worry that creating a written plan for flexible majors will produce anxiety for students.

The committee has several suggestions for the templates:

- Templates could signal areas where students have flexibility within a pathway;
- Templates could signal pathway and/or sequencing requirements;
- The month and year printed/last updated should be added;
- Highlight/emphasize where the students should focus/make the non-study away portion a very light color;
- Indicate required courses in a pathway.

### **Update from Site Director**

Rob Lubar, the Madrid Site Director, began by discussing the ongoing changes within the academic program. Over the winter, faculty revised their syllabi, which resulted in noticeable enhancement of the academic standards of the program. The faculty also adopted guidelines for out of classroom work and academic expectations for the site. Simultaneously, the overall curriculum underwent a review and certain courses that no longer make curricular sense were retired. As the site undergoes academic changes, it is also grappling with the development of the site's identity and the best way to foster the community in its current location.

Another challenge Rob addressed was managing student housing given that they live in apartments throughout the city. With only one person involved in student housing, he is concerned about student safety and emergency response if that person is unexpectedly out.

### **Site Evaluation**

A committee convened by the Provost Office and comprised of Site Directors and faculty from Site Specific Advisory Committees has redesigned the site evaluation administered at the sites. In Fall 2014, the survey was piloted in Abu Dhabi and London. This new survey is shorter in length and aims to gauge both academic programming and student life during a semester away. The pilot resulted in a higher response rate than the previous survey and in general has received positive feedback. After a few minor adjustments, the survey will be administered to all students at the sites in May 2015.

## Data Packet Review

- To help manage student distribution in courses, the site places caps on enrollments. This cap is waived when a student is prevented from taking a course that fulfills a major or minor requirement.
- The Madrid site has a high proportion of visiting students from Duke in the fall semester and would like to better integrate the students with the NYU cohort. The site is exploring ways to build more structure into the program.

## Committee Business

The following information was also announced:

1. The AY15/16 course lists were provided to Committee Members to bring back to their departments for review and discussion. Please advise [global.academics@nyu.edu](mailto:global.academics@nyu.edu) of any changes for AY16/17 prior to May 31st, so as to allow time for coordination with the sites.

If there are no changes, AY15/16 courses will rollover to the following year. AY16/17 courses will be posted online on July 1st.

2. A new Cross-School Arts Committee and Europe Committee have been formed and will meet as needed to discuss programmatic links between the sites.
3. A new diagram detailing the procedures for introducing new academic programs and courses at the sites was distributed to the Committee.
4. The FAC-GNU committee has asked that Members share information discussed at the Advisory Committee meetings with their departments so as to engage all faculty on activity at the global sites.

## Next Steps

- Gigi, Rob and Lorena will create a revised site identity for the website.
- The committee will continue to develop additional partnerships and affiliations.