From the Provost

THE PROVOST’S OFFICE WISHES YOU A HAPPY HOLIDAY SEASON!

Announcements

CATHEDRAL GARDENS FACULTY CHEF COMPETITION
On December 2, 2010 Residential Life and the Cathedral Gardens Faculty and Staff will host the first-ever Faculty Chef Competition. Nine faculty volunteers will be showcasing their cooking talents in an appetizer cook-off. Cathedral Gardens students will visit that apartments of participating faculty to sample their treats and vote on the top three Faculty Chefs. We are grateful to Brian Mallioux (Environmental Science) for imagining and organizing the event and to the following faculty for their participation:

Kitty Kolbert, Athena Center
Shayoni Mitra, Theatre
Angela Haddad, Provost’s Office
Christel Kesler, Sociology
Mary Sever, Chemistry
Severin Fowles, Anthropology
Dusa McDuff, Math
Jose Moya, History

Reminders

SNOW EMERGENCY INFORMATION FOR FACULTY:
http://www.barnard.edu/provost/policies/snowemergency.html

COURSE EVALUATIONS
Students are asked to complete the online course evaluations from December 6th through December 15th. As a reminder students who do not fill out their evaluations will have their grades blocked online until January 7th.

INCOMPLETES
You have authority to grant an Incomplete for a Barnard student who presents compelling reason for her inability to complete a paper or project. While faculty legislation allows for the extension until September 2011, we hope that you’ll establish a much earlier deadline. Both you and the student must sign the required 3-part form, to be obtained at, and returned to, the Registrar’s Office. Please keep a copy for your records. Columbia College and Engineering students must request Incompletes through their advisers at the Advising Center.
**FINAL EXAMINATIONS**
Required Reading Days: December 14-15
Exams: December 16-22

Please administer exams only during scheduled hours. A take-home exam may not be substituted for a scheduled 3-hour final unless permission has been granted by the Committee on Instruction.

Faculty legislation requires that “instructors or their delegated representatives remain in the assigned room for the duration of regularly scheduled examinations.” Delegates may be fellow instructors or laboratory or teaching assistants but not undergraduate students.

Blue books are available in the Purchasing Office or from departmental assistants. Please return unused books.

All students should begin work on exams at the same time; a student who is late may not have extra time. A student who wishes to leave before the end of the exam period must submit her blue books to you. If a Barnard student becomes ill during the course of the exam, her books must be given directly to you; she must then go to Health Services. If she has taken the examination for more than one hour in a 3-hour exam, or more than 40 minutes in a 2-hour exam, she should be graded on the work completed. If less time has passed, the grade should be DEF (deferred exam).

Graded examinations are to be kept on file for one year. A student who wishes to review her exam may do so in your presence. She is expected to return it to you.

**DEFERRED FINAL EXAMINATIONS**
Deferred final exams are permitted only in cases of disabling illness or emergency. They require your permission and that of the dean-on-call in the Dean of Studies Office, prior to the exam's administration.

**SUBMISSION OF COURSE GRADES**
Procedures have been sent to you by Connie Brown. Please submit your grades online by the assigned deadline so that complete records will be available for the Committee on Programs and Academic Standing Academic Review.

**FACULTY MEETING:**
The last faculty meeting of the semester will be on Monday, December 6 at 4:15pm in the James Room.

**FACULTY RESEARCH GRANTS:**
Application deadline: **Tuesday, February 15, 2011.**
For more info see the [Provost’s website](#).

**SPECIAL ASSISTANT PROFESSOR LEAVE (SAPL):**
Application deadline: **Tuesday, February 15, 2011.**
Those intending to apply for 2011-12 should contact Angela Haddad by email: ahaddad@barnard.edu.
Nominations
VIRGINIA G. GILDERSLEEVE PROFESSOR
The Virginia C. Gildersleeve Fund contributes to the intellectual life of Barnard College by bringing distinguished visiting scholars, preferably women from abroad, to the Barnard campus. Gildersleeve Professors typically come to Barnard for a single week in which they deliver the traditional public lecture, attend a dinner in their honor, meet classes or informal student groups, and participate in other activities arranged by the hosting academic department(s). Gildersleeve conferences may be presented in a variety of formats, such as symposia, panels, etc.

The Committee encourages early discussion within academic departments and programs of possible candidates and conferences. All departments are welcome to nominate, whether or not they have previously sponsored Gildersleeve Professors or conferences. Nominations are also welcome from Barnard alumnae. The Committee especially encourages joint sponsorship where a candidate or conference would contribute to the intellectual life of several groups or interests on campus.

Guidelines: Nominations for the 2011-12 Gildersleeve Professorship and/or Conference should be submitted to the Provost and Dean of the Faculty by February 15, 2011. Relevant c.v.(s), press clippings, etc. are needed for consideration. Please call Angela Haddad by email: ahaddad@barnard.edu, if you have questions.

CONGRATULATIONS!
RECIPIENTS OF FACULTY GRANTS COMMITTEE AWARDS:
M. Jaanus, English, Selected Essays on Estonian and European Literature
K. Mammen, Economics, Childhood Health and Family Circumstance
A. Williams, Chemistry, Thermodynamic Studies of DNA Oligonucleotides

From Columbia Technology Ventures
Columbia Technology Ventures (Tech Ventures) is the technology transfer office of Columbia University and Barnard. Our mission is to facilitate the transfer of inventions and technologies from the University setting to the marketplace, for the benefit of society on a local, national, and global basis.

Tech Ventures’ staff manages the intellectual property needs of Barnard faculty, staff and students. If you have made a discovery or invention that may have commercial application, need review of a material transfer or confidentiality agreement, want to explore opportunities for industry collaboration, are interested in learning more about starting up a company, or have general questions about intellectual property, entrepreneurship, or technology commercialization, please don’t hesitate to contact us. For fastest response, submit your inquiry through: techventures@columbia.edu.
Morningside: (212) 854-8444
Medical Center: (212) 305-5198
www.techventures.columbia.edu

From the Dean of Studies
ACADEMIC DIFFICULTY REPORTS
Thanks to those of you who have utilized the University-wide electronic academic monitoring system to notify us about students who are in academic difficulty. The system will be available to you throughout the semester at https://www.studentaffairs.columbia.edu/adr/. These reports make all the difference for a student who is floundering: Once we receive them, the Class Dean contacts the student, and we forward a copy of the report to her academic adviser for follow through regarding her options. Please do not assume that a student has dropped, or withdrawn from, your course if she stops attending. More often than not, she is experiencing some level of psychological distress.

**THE MELLON MAYS UNDERGRADUATE FELLOWSHIP (MMUF) PROGRAM**

MMUF encourages students with a demonstrated commitment to racial diversity to pursue academic careers. It provides opportunities for talented undergraduates to work with faculty mentors in research and other activities designed to encourage the pursuit of a Ph.D. in the humanities and sciences. Up to five Fellows, with a minimum grade point average of 3.0, are chosen in the spring of their sophomore year. Please encourage appropriate students to speak with Monica Miller (mmiller@barnard.edu) or Michell Tollinchi-Michel (mtollinc@barnard.edu).

**END-OF-SEMESTER PROCEDURES FOR STUDENTS**

Please read the copy of my e-mail memorandum explaining Incomplete and deferred final examination procedures, which will be sent to all students and to you next week, and please don’t hesitate to call me at x47502 if you have questions about the procedures.

**ACADEMIC INTEGRITY**

Please report allegations of academic dishonesty to the appropriate Class Dean: Aaron Schneider (x47709), seniors; Jim Runsdorf (x47512), juniors; Christina Kuan Tsu (x47589), sophomores; and Lisa Hollibaugh (x47430), first-years. For Columbia College, FFSEAS, and General Studies students, please contact Sr. Assistant Dean of Judicial Affairs and Community Standards Jeri Henry (x41389).

Please call us if you suspect plagiarism and wish to have a paper scanned through turnitin.com. We don’t want you to have to take time to track down sources.

**ACADEMIC REVIEW**

The Committee on Programs and Academic Standing review of students’ fall semester records (to determine appropriate action for those whose records are unsatisfactory) will take place on Tuesday, January 11, beginning at 9:30 a.m. in the Ella Weed Room. If you’re interested in attending, your participation will be appreciated. If you’re concerned about a student and unable to be present at the meeting, please contact the appropriate Class Dean.

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**From the Office of Institutional Support**

**UPDATES**

Visit our new resource for finding funding for your research from your Barnard computer: http://www.library.illinois.edu/iris/

**INSTITUTIONAL REVIEW BOARD**

If your research involves human subjects, please submit your IRB applications at least 6 weeks before your research start date to the IRB (BarnardIRB@Gmail.com).
ARTICLES OF INTEREST & ITEMS OF INTEREST
“Grant-Writing Tips for Graduate Students”

GRANT TIP OF THE MONTH
Indirect costs or F&A costs are overhead, which include electricity, building maintenance, administrative costs, and other institution related costs. The indirect cost rate at Barnard is 69.2% of salaries and wages. Most federal agencies and some foundations allow indirects. There are funders that have a cap on indirects or don’t allow indirects. Whatever the case may be, research the funding opportunity carefully to see if indirects are allowed and if so, how much.

UPCOMING FACULTY GRANT DEADLINES

**Humanities**
Digital Humanities Start Up Grants
Deadline: February 23, 2011

**Sciences**
Bill and Melinda Gates Foundation – Grand Challenges in Global Health
Deadline: March 2011

American Chemical Society – Corporate Associates Seed Grant
Deadline: February 15, 2011

**General Interest**
Pasteur Foundation Undergraduate Internships
Deadline: December 17, 2010

Americorps State and National Grants
Deadline: January 25, 2011

For more new grant opportunities, please visit our Faculty Grants website.

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From the Library

**COURSE RESERVE LISTS**
To ensure the materials will be available at the start of the semester, get your course reserves lists to Robert Weinstein and media lists to Christina Bickford as soon as possible.

**PERSONAL LIBRARIANS**
We also encourage you to contact your Personal Librarian to recommend books for our general circulating collection.

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Upcoming Events

The Barnard Project at Dance Theater Workshop
Thursday, December 2, 7:30pm
Saturday, December 4, 7:30pm
Saturday, December 4, 2:00pm
219 West 19th Street

**Student Reading**
Thursday, December 9, 7:00pm
Sulzberger Parlor, 3rd Floor Barnard Hall

**Silence: A Play by Moira Buffini**
Thursday, December 9 – Saturday, December 11, 8:00on
Glicker-Milstein Black Box Theatre, Lower Level Diana Center

**The Annual Candlelight Concert**
Featuring the Barnard-Columbia Chorus
Saturday, December 11, 8:00pm
Union Theological Seminary, Broadway at West 120th Street

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**Newsbriefs**

**Séverine Autesserre**, Assistant Professor of Political Science, participated to nine events organized around her new book in Europe and North America in November. The book is entitled *The Trouble With the Congo: Local Violence and the Failure of International Peacebuilding* (Cambridge University Press, 2010). The events included an invited seminar at American University, a panel at the United States Institute of Peace, a literary salon at the CMI (Norway), a research seminar at NUPI (Norway), a high-level policy meeting at the International Peace Institute, a book launch event at Columbia University, a public lecture at the University of Ottawa, a panel at the annual meeting of the African Studies Association annual conference, and a public lecture at the Facultés Universitaires Saint Louis (Belgium).

**Jenna Freedman**, Research and Zine Librarian, presented *EveryGrrrl at the Barnard Library Zine Collection* at the NY Artists’ Books conference on the "Riot Grrrl: Traces of a Movement" panel on November 6 at PS 1 in Queens and led a Women’s and Radical Research Resources workshop at Bluestockings on the Lower East Side on November 15.

**Kate Levin**, Lecturer in English, gave a paper in November 2010 at the East Coast American Society for Eighteenth-Century Studies entitled "Putting Moll in a New Dress: Recovering Defoe’s *Moll Flanders.*"


**Russell Romeo**, Assistant Professor of Psychology, published a paper with five student co-authors (K. H. Goble, Z. A. Bain, V. A. Padow, P. Lui, Z. A. Klein, “Pubertal-related changes in hypothalamic-pituitary-adrenal axis reactivity and cytokine secretion in response to an immunological stressor” in the *Journal of Neuroendocrinology*. 
Lesley Sharp, Professor of Anthropology, and her co-organizer, Nancy Chen (Anthropology, UC/Santa Cruz) have been granted one of two Advanced Seminar Awards by the School for Advanced Research (SAR) in Santa Fe, NM for a weeklong seminar on “Biosecurity and Vulnerability” for October, 2011. In addition, in September Lesley chaired a panel on “Critical Ethnography of Global Health” during a day-long symposium on “Ethnography and Social Change,” funded by the Robert Wood Johnson Health and Society Scholars Program at Columbia; in November delivered a talk entitled “Can the Fleshy Body Fit the Mechanical Prototype? Imagining the Promises of Artificial Organs in Experimental Bioengineering” at Wagner College, Staten Island (at the invitation of Alexa Deitrich, Assistant Prof. of Anthropology, BC ’94); and she gave a paper entitled “Simians as Artifacts of Interspecies Kinship,” for the panel “On Artefactual Kinship: Objects, Information, Circulations and Constructions of Relationality in the Biosciences” and served as the discussant for a second panel entitled “Virtuality, Simulation, and Social Life,” at the annual meetings of the American Anthropological Association in New Orleans in November.

Kathryn Sullivan, Lecturer in Dance, directed and produced an educational DVD, "Understanding Pina; the legacy of Pina Bausch" (www.insight-media.com), featuring Barnard professor Lynn Garafola and interviews with former Wuppertal Tanztheater members.

Hana Worthen, Assistant Professor of Theatre, gave two invited papers in October and November 2010: at the University of Tampere, Finland, at an EU colloquium “Utopia and Critical Thinking in a Creative Process,” and at the Ludwig-Maximilians-Universität München in the workshop “Reformulierung der Antike” (Reformulation of the Ancient). Her most recent review article, centered on the anthology by Simo Muir and Ilona Salomaa disclosing anti-Semitism in the Finnish Academe, appeared in East European Jewish Affairs; her book review on theatre in the Third Reich was published in Theatre Journal.