

## BOARD OF TRUSTEES

The Board of Trustees is AUK's governing body. The Board's terms of reference are outlined in the AUK By-Laws. The self-perpetuating and self-governing Board, currently composed of 15 members, regularly meets twice a year on the Salmiya campus in Kuwait.

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President  
American University of Kuwait

## **THE UNIVERSITY**

The American University of Kuwait (AUK) is an independent, private, equal opportunity, and co-educational liberal arts institution of higher education. The educational, cultural, and administrative structure, methods and standards of AUK are based on the American model of higher learning. The language of instruction is English.

Established by Amiri Decree 139 in 2003, AUK was accredited in 2006 and re-accredited in 2008, by the Council for Private Universities, Ministry of Higher Education - State of Kuwait.

AUK offers students a quality education based on an American college model. The faculty, administration, and staff work hard to create a caring environment where every aspect of student's development gets attention and support. The course of study is designed to prepare students for the contemporary world where critical thinking, communication skills, and life-long learning have become imperative. The Liberal Arts education fulfills student's educational goals and requires rigorous effort in the Major discipline (field of study); it also brings the rewards of a broad general education useful in their future career, whatever field they choose.

The AUK faculty is a highly qualified group of international academics with first-hand experience of the U.S.-style of higher education. There are over eighty faculty members, including over 50 undergraduate faculty with Ph.D.s. With a class size from 10 to a maximum of 32 students, it is easy for students to get to know their professors and classmates.

AUK currently offers twelve degree programs. In addition, students receive instruction in academic skills, time management, and stress reduction. At AUK students will find opportunities for internships, creative talent development, health and fitness maintenance, and community involvement. Advising is very important in the American-college Liberal Arts model, so students should be sure to seek guidance from the Student Success Center academic advisors and counselors and their professors.

## **MISSION**

The American University of Kuwait is a liberal arts institution, based on the American model of higher education. It is dedicated to providing students with knowledge, self-awareness, and personal growth experiences that can enhance critical thinking, effective communication, and respect for diversity. AUK seeks to create leaders and life-long learners who aspire to the highest standards of moral and ethical responsibility in their societies.

## **VALUES**

The values that guide AUK:

- AUK values freedom of thought and expression and emphasizes the need for students to learn to think critically, to develop the art of questioning, to understand cause and effect, to communicate effectively, to write expressively, to learn about the world and to become life-long learners.
- AUK values self-awareness with a moral and ethical responsibility throughout its learning community.
- AUK values the importance of a strong and diverse educational experience and knowledge in varied fields.
- AUK values a multi-cultural and diverse environment and an active campus life.
- AUK values staff commitment to service.
- AUK values the role of faculty in teaching, scholarship, creative expression and service.

## **UNIVERSITY CULTURE**

The American University of Kuwait is committed to creating an enlightened and progressive educational culture in which all students, faculty and staff, regardless of nationality, creed, or position, will co-exist and help create a dynamic and equitable environment. All members of AUK are expected to respect the diverse nature of the AUK community and interact in a manner that is respectful of such, and that supports a commitment to life-long learning and the pursuit of academic excellence in higher education. The University encourages the freedom to engage in academic inquiry, and the fair exchange of ideas, and as such supports open access to and dissemination of information.

The University founders uphold the philosophy that one cannot create a true enlightened academic environment without practicing the very virtues and ideals it hopes to instill in its students. In upholding the highest standards of professional behavior and ethical conduct among its faculty, staff and students, the University hopes to create a community of scholars and students who will benefit from AUK's collegial atmosphere. Through these principles, AUK is prepared to reinvent and improve itself continuously as a community of life-long learners.

## **UNIVERSITY FACULTY**

The faculty of the American University of Kuwait is a group of highly qualified and trained academicians and professionals who are committed to high standards of teaching excellence and proficient in the use of technology in teaching and research. Full-time teaching faculty members have acquired terminal degrees from institutions in the Middle East and abroad in addition to having taught in a variety of international systems of higher education. The AUK faculty is a diverse group of exceptionally talented teachers-scholars, several of whom are and have been involved with the Fulbright Scholarship Program, a program that has international prestige. AUK regularly hosts U.S. participants in the Fulbright Program, students and faculty alike.

## **INSTITUTIONAL AFFILIATIONS**

The American University of Kuwait has several Educational Partnerships and Agreements with universities and institutions for various purposes. The following institutions have agreements with AUK:

- ❖ **Dartmouth College**  
*Hanover, New Hampshire, USA*
- ❖ **Virginia Polytechnic Institute and State University (Virginia Tech)**  
*Blacksburg, Virginia, USA*
- ❖ **Washington State University (WSU)**  
*Pullman, Washington, USA*
- ❖ **Koç University**  
*Istanbul, Turkey*
- ❖ **New Bulgarian University (NBU)**  
*Sofia, Bulgaria*
- ❖ **Sciences-Po**  
*Paris, France*
- ❖ **Australian College of Kuwait (ACK)**  
*Misbref, Kuwait*
- ❖ **Embassy of the United States of America in Kuwait**  
*Bayan, Kuwait*
- ❖ **America-Mideast Education and Training Services (AMIDEAST)**  
*Salmiya, Kuwait*
- ❖ **Lothan Youth Achievement Center**  
*Salmiya, Kuwait*

## **AUK AND DARTMOUTH COLLEGE**

The American University of Kuwait (AUK) and Dartmouth College in Hanover, New Hampshire (USA), have worked closely together since 2003, when the two institutions signed a Memorandum of Understanding that facilitated a series of advisory, consultative, and cooperative projects. That initial agreement was renewed in June 2008 to extend through 2013. The two institutions share a commitment to excellence in higher learning, and the agreement between them reflects AUK's growing stature as a premier academic institution in the Gulf region and beyond. With its deep and historic commitment to the liberal arts, Dartmouth recognizes the importance of AUK's mission and works to support the university as it develops a superlative education, based on the principles of critical inquiry, mastery of subject material, depth of curriculum, and a vibrant out of the classroom experience.

Dartmouth and AUK collaborate on numerous programs, and Dartmouth provides a wide range of administrative and academic consulting services to AUK. The two institutions have developed a flourishing relationship that involves faculty, students, and staff in both locations. Dartmouth experts in engineering, information technology, library sciences, communications, governance, and other areas routinely visit Kuwait while students, faculty, and staff from Kuwait travel to the United States to work with their counterparts at Dartmouth. AUK's commitment to providing a premier learning environment based on the American model resonates with Dartmouth's history and its understanding of the importance of higher learning in a global context. Since the relationship began, the two institutions have steadily deepened and expanded their partnership, creating a dynamic, evolving, and unique cross-cultural collaboration.

## **CAMPUS ENVIRONMENT**

The campus of AUK is located in Salmiya district at the intersection of Salem Al-Mubarak and Amro Ibn Al-'Asse Streets in the middle of one of Kuwait's most vibrant and prestigious neighborhoods.

AUK opened its doors in the Fall of 2004 and conducts its academic activity in new, rehabilitated and refurbished facilities, which will be expanded and developed as needed in the coming years. AUK's campus has spacious, modern classrooms; computer, science, and language laboratories, an administration building, a state-of-the-art Library, coffee shops, restaurants, shops, and recreation courts; nearby parking available for students, staff, faculty and visitors. Next to the Library and central campus classrooms are a beautifully designed and landscaped central courtyard and garden which serve to provide shade and respite from the hectic activities, offering AUK students, faculty and staff a pleasant place to enjoy, relax and study.

Campus life is an integral part of a student's university experience at AUK and helps to bring students, faculty, and staff together as one community. Students are encouraged to participate in campus events and use the resources available on Campus to further enhance their educational experience at AUK. For example, the Student Success Center provides students with assistance in their academic work, offering faculty and peer tutoring assistance in all subjects.

Campus life contributes to making the time students spend on campus a continuous and valuable learning experience. Through both classroom learning and extracurricular activities, AUK students

learn the critical thinking skills, knowledge, and values needed to succeed effectively in today's modern societies in the region and internationally. Participation in extracurricular activities allows students to learn new skills and discover hidden talents, thus enhancing not only their educational experience but personal development.

The University has a student government association, a student-run newspaper and academic journal, Intramural and Intercollegiate athletic clubs and organizations, theater, academic organizations and activities in which students can participate.

AUK's location in the Salmiya district adds an important dimension to Campus life. It is located within walking distance of the country's most renowned restaurants, coffee shops, shopping malls, and movie theaters, as well as the seafront and the Scientific Center of Kuwait. The Salmiya district is active, lively, and secure.

- **Future Campus in Ardiyah:**

The American University of Kuwait is developing plans to build a new campus in Ardiyah, Kuwait, located at the corner of Mohammad Bin Al-Qasem Street to the East and Jordan Street to the North, between the 5<sup>th</sup> and the 6<sup>th</sup> Ring Roads. This dynamic campus is designed to have state-of-the-art facilities, following international quality standards, and will maintain attractive landscaping. In an area of 150,000 square meters, the new campus will contain several buildings to house the following fields: Business & Economics, Performing Arts (with a theatre), Humanities & Social Sciences, Intensive English, and Sciences & Engineering. There will also be a large Library and Learning Commons, a Sports Arena with capacity for 2,000 people, a soccer field, and a multi-story car-park. The new campus will ensure that the future expansion of AUK students, faculty, and staff is well-accommodated, allowing utilization of the top facilities to create a vibrant learning environment. Construction on the new campus will begin in Fall 2009.

## **SEGREGATION**

As per law no. 34 of 2000 on the "Establishment of Private Universities: in the State of Kuwait (Article 6), private universities/colleges and branches of foreign universities shall abide by the following:

1. Operate its buildings to ensure gender segregation in all departments, disciplines and students activities.
2. Observe Islamic values and time-honored traditions in relation to students' costumes and activities.

## **A SAFE AND SUBSTANCE-FREE CAMPUS**

AUK offers 24-hour security service to ensure the safety of its community. The laws of the country prohibit the consumption of alcoholic beverages and the use of drugs. AUK has a zero tolerance policy towards the use of alcohol or any narcotic substance, weapons and dangerous materials brought to campus or any university sanctioned event, and physical altercations. Any person who is found guilty of alcohol consumption, substance abuse, carrying and/or using weapons or dangerous materials, or participation in a physical altercation is subject to immediate expulsion from the University.

## **SMOKING POLICY**

Smoking is not permitted in University buildings or vehicles.

## **THE ADMINISTRATION BUILDING**

The Administration Building includes the Board of Trustees Office, the Office of the President, and the Office of Executive Director of Finance and Administration. Additionally, the administration building houses the following departments: the Human Resources, Finance, Campus Services, Public Relations and Marketing, and the AUK Bookstore.

## **THE ACADEMIC BUILDINGS**

There are two Major academic buildings on campus. Most of the University's classrooms and computer laboratories, and all the faculty offices are located in these buildings. The Sciences building houses the Assistant Dean of Student Affairs, Academic Support/Tutoring Center, Student Life, Information Technology Department, Starbucks Café and the Social and Behavioral Sciences, Computer Sciences and Engineering and Intensive English Program faculty. Located in the Liberal Arts Building is the Dean of the College of Arts and Sciences office, the University Auditorium, the Diner, the open Computer laboratory, the Student Success Center, and the Arts & Humanities, Business and Economics Faculty. The C building classrooms are reserved for the Intensive English Program and the Music and Drama Performance Labs.

## **ACADEMIC RESOURCES**

### **UNIVERSITY LIBRARY**

The mission of the Library at the American University of Kuwait is to support and advance education by facilitating access to scholarly collections and information resources. To achieve this mission, the Library provides access to print and electronic information resources and offers information literacy workshops and lectures to students and faculty. This opens the door for Library users to browse through the spectrum of information resources as they seek to achieve their educational aspirations.

The University Library occupies a beautiful, two-story modern space. It is a state-of-the-art, electronically wired building. The Library houses a collection of books and periodicals in English, Arabic and other languages related to the disciplines (fields of study) and degree programs that the University offers. The Library also has reference books, journals and media materials (DVDs, videotapes, audiotapes, etc.) to support course work. The Library is fully computerized and has online subscriptions to academic and intellectual journals needed for classroom instruction and academic research. Within the Library, there are computer workstations that allow access to the Library's online catalog and electronic databases, as well as the Internet. All Library resources are available to members of the AUK community and other authorized users with a valid AUK I.D.

As an important resource for learning, teaching and research, the University Library provides academic support for students, faculty and staff to help them identify, locate and use the Library's

resources. The Library staff coordinates collection development, cataloging and utilization of print and electronic resources.

In addition to the above, the Library maintains a Reserve section for instructional purposes. Faculty can place course materials on Reserve, which are then available for use for a limited time period within the building.

The University Library is distinguished by its emphasis on the student and the learning experience. As knowledge in all disciplines (fields of study) changes, one of the primary tasks of the Library user is the mastery of information strategies and skills that are transferable across subject areas and practical for a lifetime. The University Library attempts to provide students, faculty and staff with the tools and skills necessary to enhance their learning experiences, to increase their efficiency in retrieving, creating and communicating scholarly information, and to become life-long learners.

- **Online Resources and Databases:**

The library subscribes to 26 bibliographic and full-text databases including Access Science, Columbia International Affairs Online (CIAO), Columbia Gazetteer of the World Online, Encyclopedia Britannica Online, Encyclopedia of Islam Online, Grove Art Online, Grove Music Online, Islamic Studies Online, Oxford, Literature Online & Literature Collection, OED – Oxford English Dictionary, Academic Search Complete, AnthroSource, Business Source Complete, Humanities E-Books, Ingenta, JSTOR, Lexis-Nexis Academic, Library, Information Science & Technology Abstracts, MLA International Bibliography, MLA Directory of Periodicals, Philosopher's Index, Project MUSE, PsycINFO, PsycARTICLES, Regional Business News, SocIndex with Full Text. The University has access to approximately 38,500 electronic journals and 1,700 E-books.

- **Print Resources:**

The library print resources include over 15,000 Books, Reserve collection, over 2,200 Reference collection titles, 74 Periodicals, and almost 1,465 Audio-Visual DVDs and CD-ROMs.

## **STUDENT SUCCESS CENTER**

The Student Success Center, a department within the Division of Student Affairs, provides academic, personal and career support to all currently enrolled students. Programs include academic advisement, early warning, peer tutoring, supplemental instruction, career counseling, personal counseling, healthy student living, and disability services. Students can also receive assistance with time management, study habits, and note taking skills.

## **WRITING CENTER**

Because writing is central to developing and fostering an environment of intellectual inquiry and social responsibility, the AUK Writing Center aims to:

- Cultivate an environment of collaborative inquiry with students seeking help with a variety of writing needs, concerns, and goals.
- Promote writing as a way of thinking, learning, and creating.
- Promote an understanding of writing as multi-mediated.
- Promote students' interest in and engagement with writing as a recursive process.

- Develop students' understanding of the variety of writing purposes, audiences, genres, and styles.
- Develop students' strategies for reading and writing for a variety of purposes and audiences.
- Support students' efforts in all stages of their writing processes.
- Provide thoughtful and constructive feedback.
- Provide resources on writing for the entire University community.
- Create, develop, and sustain cross-disciplinary, cross-departmental, and cross-constituency engagement with writing in all its forms and functions.

## **UNIVERSITY LABORATORIES**

### **COMPUTER LABORATORIES**

The Information Technology Department (IT) maintains a computer network that serves students, faculty, and staff. The University has instructional labs as well as an open lab for access to the World Wide Web for research and learning purposes. AUK's computer network uses state-of-the-art fiber optic cables and wireless points connecting the campus community.

### **SCIENCE LABORATORIES**

AUK maintains instructional science laboratories in the main scientific disciplines: biology, chemistry and physics. These labs are fully equipped for instructional laboratory exercises. Standards of use are established and rigorously enforced by the faculty and the lab assistants to help ensure safety.

## **COMMUNITY RESOURCES**

### **THE AMERICAN CORNER**

The American Corner, located in the AUK Library, serves as a forum for visiting American Scholars, AUK faculty, and AUK students for the discussion of salient issues with the AUK community. Topics discussed have included the adjudication of non-state actors, Western journalism on the Middle East, and the 2008 US Elections. The Corner is supported by donated resources from the US Embassy. AUK's use of these resources, such as the Digital Video Conferencing Equipment, has allowed for live international dialogue to be conducted with various universities and institutions.

### **CENTER FOR CONTINUING EDUCATION**

The Center for Continuing Education offers programs and services which complement those of the College of Arts and Sciences and the Intensive English Program.

The Center's target audiences include:

- adults who wish to
  - advance or change their careers

- update or upgrade their knowledge, skills and abilities
- achieve professional credentials or certifications
- prepare for advanced studies or exams such as the GMAT
- fulfill continuing professional education requirements
- pursue personal and professional development interests
- prepare for life-changing events such as parenthood and retirement
- young adults who wish to
  - prepare for university studies
  - prepare for exams such as the TOEFL, IELTS, and SAT
  - participate in enrichment programs
  - increase knowledge and confidence in areas such as Conversational English
  - pursue personal interests

The Center offers programs throughout the year. The majority of programs are offered at AUK's Salmiya Campus, but some may be offered at community sites or in specialized off-campus facilities. For more information on CCE, please visit the CCE website [www.auk.edu.kw/cce/index.html](http://www.auk.edu.kw/cce/index.html).

## **GULF STUDIES CENTER**

The Gulf Studies Center at the American University of Kuwait seeks to enhance the understanding of the Gulf region and encourage informed scholarship in all academic disciplines (fields of study). The Center also works to promote dialogue and understanding between Gulf Countries and the West. This is achieved through publications, lecture series, and academic conferences; cooperative programs with other universities and institutions; and the Gulf Studies Certificate Program and the Gulf Studies Minor.

The Gulf Studies Program is designed to allow visiting students or non-degree-seeking students to earn a Gulf Studies certificate in one semester. Please refer to the “Gulf Studies Program” section of the catalog for more information. AUK students may choose to earn a Gulf Studies Minor (Please refer to the “Gulf Studies Minor” section of the Catalog). The Faculty Coordinator of the Gulf Studies Program is Dr. Marjorie Kelly.

The Director of the Gulf Studies Center is Dr. Hesham Al-Awadi, Assistant Professor of History.

*Contact information:*

Gulf Studies Center  
 Room B 443  
 Liberal Arts Building  
 E-mail: [gulfcenter@auk.edu.kw](mailto:gulfcenter@auk.edu.kw)  
 Tel: 224-8399, Ext. 543

## **ON-CAMPUS SERVICES**

### **AUK BOOKSTORE**

The AUK Bookstore is located on the ground floor of the Administration Building. Students are able to purchase textbooks and educational supplies as well as books for general readership, including fiction and non-fiction, books on current, regional and international affairs in Arabic and English. In addition, the AUK Bookstore has a variety of clothing and gift items, some with the AUK logo.

## **BANKING**

For the convenience of the AUK community, an ATM machine provided by the National Bank of Kuwait is located in the lobby of the Sciences Building.

## **BUSINESS CENTER**

There is a business center on Campus which provides copying, mailing, and related business services.

## **ELECTRONIC MAIL SERVICE (E-MAIL)**

Students, faculty, and staff are provided with an e-mail account. E-mail is the primary means of communication within the University. Important information is often communicated via email to the AUK community.

An AUK e-mail account is a privilege and subject to the computer usage policies of the University. University e-mail accounts are not for private or personal transactions. Abuse of the e-mail account will not be tolerated. Any purposeful activity of creating and/or disseminating computer viruses is a serious violation of the Code of Conduct and may result in suspension or dismissal from AUK.

## **MYAUK PORTAL**

AUK's new portal, Luminis, is set to make its debut in the Fall Semester 2008-2009. The SCT Luminis Platform IV portal (MyAUK) provides the AUK community with a solid foundation of infrastructure, enterprise applications and features required to support a digital campus.

Over the past several years, Luminis has become the predominant portal used by universities running Banner. MyAUK provides a personalized single-sign-in access for students, faculty, and staff to existing services on campus targeting individual groups with information relevant to them.

In addition to Banner integration, features of the new portal include channeled content and layout; publish-and-subscribe channel model; end-user customization; separate channels for e-mail, personal and campus announcements, and a channel for 'My Courses'.

Luminis provides other portal channels such as group collaboration tools that can be used by departments, organizations and clubs. Over time, portal features will allow users to create an online environment customized by every member of the campus community. Luminis also comes with a calendar, SunOne, which will be available to faculty, staff and students. As the rollout continues, more aspects of the new portal will continue to evolve.

One of the exciting new functions featured on the Luminis portal is 'Group Studio', which provides an increased and efficient communications avenue. In Group Studio, groups and teams could all potentially utilize new functions such as chat, message boards, and file and photo sharing areas to communicate more effectively with their individuals groups or departments.

You can access the portal through a link on the AUK Website or directly through the MyAUK URL: <http://myauk.auk.edu.kw>. Using your university username and password, you are all set to access this whole new digital campus experience.

For more information, please contact Roland Lopes, Web/Portal Developer in the PR & Marketing Department: [Rlopes@auk.edu.kw](mailto:Rlopes@auk.edu.kw).

### **FOOD SERVICES AND COFFEE SHOPS**

There are three food service outlets on Campus. La Maison du Café is located in the Library Building and serves a variety of cold and grilled food. Starbucks is located on the ground floor of the Sciences Building and serves standard Starbucks' fare. The Diner is a full service cafeteria and is located on the ground floor of the Liberal Arts Building.

### **HEALTH CARE SERVICES**

AUK maintains a health care clinic operated by the International Clinic of Kuwait. A nurse and receptionist provide first aid, primary medical assistance and minor emergency care for members of the University community at the Center. A primary care physician is always on-call. Emergencies and serious health cases are immediately referred to the nearby clinic or hospital facilities.

### **PARKING**

The University has limited parking facilities for faculty and staff. However, the University has upgraded a public parking lot next to the Campus which is available to students, faculty, and staff. Handicap parking access is available to qualified students through the Student Success Center.

### **STUDENT ACCOUNTS**

Students pay tuition and fees at the Finance Department located on the first floor of the Administration Building. Before classes begin, students are required to settle accounts or make satisfactory arrangements for payment of tuition and fees. Students also have the option to pay tuition and fees online via their Banner Self-Service.