

Department Chairs, Associate Deans, and Deans,

With a goal of staying connected on internal governance issues, the Provost Office sends a monthly Roundup on the final Friday of each month to the internal university leadership.

Plans for Recognizing Faculty Promotions in August. Given the recent efforts to recognize the contributions of professional track faculty through clear promotion pathways and a centrally funded raise pool, we have decided to begin some new traditions at SMU at the General Faculty Meeting. Thanks to the offer of Holly Jeffcoat and the SMU Libraries, we will introduce a wine and refreshments reception to celebrate promoted faculty. This will take place in the Centennial Reading Room on the second floor of Fondren Library at 5:00 after the General Faculty Meeting. At the reception, all newly promoted faculty (tenured/tenure-line and professional track) can pick up their pennant pin, which will be outlined in silver for the first promotion step and in gold for the second. This shift in the timing of refreshments will mean that the pre-reception (which had typically been from 3:00-3:45) will no longer be held. All faculty promotions will be acknowledged by name in the program for the General Faculty Meeting, and we will continue with the long-standing SMU tradition of gifting regalia on stage to all newly tenured Associate Professors. The Provost will send an invitation to all promoted faculty so they are aware of these changes. Please join in encouraging promoted faculty and their peers to join the meeting and reception. For more information, reach out to facultysuccess@smu.edu.

Guidance on International Travel for Students and Scholars. As of the latest updates from ISSS colleagues, who monitor the latest regulations, SMU recommends that all continuing F and J visa holders avoid international travel and stay in the U.S. if possible. This guidance applies to all international students, faculty and staff; it is especially relevant for those affected by the current travel restrictions. If individuals have a work visa and are not impacted by the travel restrictions, we recommend that you carry documents confirming you work at SMU, such as recent pay stubs. Also, remember that anyone must report any U.S. change of address to USCIS by submitting the AR-11 form. If students are currently outside the U.S., we encourage them to contact the Office of International Student and Scholar Services (ISSS) before planning their return. ISSS colleagues can help them understand which documents they will need to re-enter the country. Lastly, please continue to read all emails from ISSS regularly for updates. The safety and success of every member of our community remain our highest priorities. ISSS will continue to monitor developments and provide timely updates as needed. If you have questions or need support, please don't hesitate to contact Claudia Sotomayor-Hart at claudiahart@smu.edu or International Student and Scholar Services at iss@smu.edu.

Required Attendance Tracking in Select Undergraduate Courses in Fall 2025. As a reminder from communications in January and May, beginning this fall, the use of the [Qwickly attendance platform](#) will be a new option for all faculty and will be a requirement in all undergraduate courses that have students enrolled who meet SMU-in-Four strategic priorities. A pilot group of 50 faculty used Qwickly this summer, and their

feedback is being analyzed to ensure a smooth rollout. This communication about the attendance platform will go to all faculty in the Provost welcome back/syllabus reminder message. In August, SAES and OFS will collaborate with department chairs to provide a list of which courses (and thereby which faculty) will be required to use Qwickly. The ATSDs in each school are familiar with the platform and can assist faculty. Faculty and academic leaders can attend the Zoom-based Qwickly Attendance workshop on August 14th at 3pm. Register here: [Qwickly](#). For more information, reach out to facultysuccess@smu.edu.

Fall Exam Submissions Now Accepted at the University Testing Center. The University Testing Center (UTC) is now accepting fall exam submissions through the [UTC Portal](#) for students with [DASS](#)-approved accommodations and student-athletes unable to test in the classroom due to competition schedules. Professors are encouraged to create test submissions for each assessment (e.g., quizzes, tests, finals) for the entire semester once their course syllabus is finalized. Early submissions help ensure students can reserve testing times well in advance. Exam documents do not need to be uploaded at the time of submission – students can register if a submission is created and then approved by the UTC. Videos and instructions for [professors](#) and [students](#) are available on the [UTC website](#). Staff members are available for [facility tours and consultations](#) during UTC operating hours, Monday through Friday, 8:00 a.m. to 4:00 p.m.

Disability Accommodations and Success Strategies Reminders: New students can attend a Zoom orientation session in June or July to learn more about the accommodation request process. All links and the schedule are available at www.smu.edu/DASS. The DASS office reminds faculty to ensure the [syllabus statement regarding accommodations](#) is included in all syllabi (found at the evergreen syllabus site). For students with approved accommodations, professors should expect to receive an email notification from the DASS Link system once a student shares their accommodation letter with them. Faculty should log into [DASS Link](#) and view the letter and the student and professor should communicate about the logistics of implementing the accommodations in the letter. If your department would like a 10-15 minute presentation or discussion by DASS, please contact their Director, Alexa Taylor, at alexat@smu.edu.

Applications Open for Fall/Spring Undergraduate Research Assistants through the Office of Engaged Learning. Any SMU faculty member may apply for 50% match funding to support hiring students. URA funding is awarded on a rolling basis. Details and applications are available at smu.edu/URA.

Keep the community informed about faculty awards: Please let us know if you have received or have been nominated for an award – or if you have nominated an SMU colleague [at this link](#).

We welcome your suggestions for future areas to feature in the monthly roundup; email facultysuccess@smu.edu. You can [find past issues at this link](#).