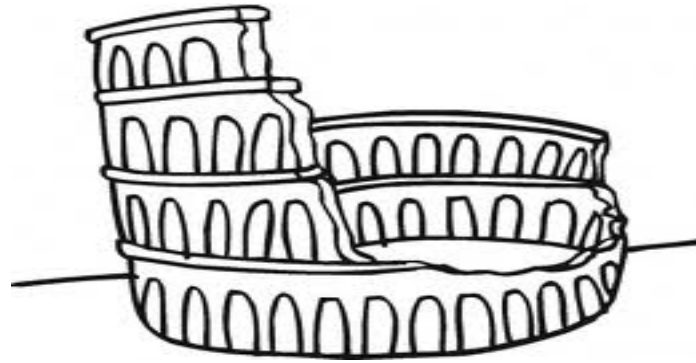


# ACADEMIC HANDBOOK



**University of California  
in Rome—UCEAP**

**Winter Quarter/Spring Semester 2017**

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## Overview

### Class Schedule Winter Quarter/Spring Semester 2017

All students will take two core classes and one Italian class for the duration of the quarter (Jan 16-March 23.) Please see the schedule of course meetings on the following page. Note, however, that **all** classes have **some site visits scheduled on weekends** so you should **NOT** make travel plans until you have seen the syllabi for your courses.

**Semester** students will have a spring break from March 24-April 2, and their semester extension course will begin on Monday, April 3 and last until May 5. Those courses will meet Mondays through Thursdays for two hours per day, occasionally longer for some site visits. These courses also have **some site visits scheduled on weekends**. Also during the semester extension, students will have the option of enrolling in an Italian conversation class. Once students are settled, they will receive an e-mail whether they want to enroll in the Italian conversation class. The schedule will be determined on the basis of enrollment.

### Internship Meeting (mandatory for all interns)

Monday, January 16 at 11 am with Chiara Lucarelli, Internship Coordinator  
Specifics regarding how the internships function, details regarding your interviews, and information on the mandatory the workforce course will be given.

### Course materials and Moodle

All textbooks will be distributed in class. The core course textbooks are yours to keep, whereas the Italian textbooks are on loan, and you should not write in them. All other readings are available as PDFs on the Moodle for the course. You may either download them or if you prefer to have a hard copy, send an e-mail specifying the courses for which you wish to receive a reader to [chiara.trivellini@accentintl.com](mailto:chiara.trivellini@accentintl.com). You will then pick them up at the front desk in a day or two. Your credentials for the moodle are:

user id: your e-mail address

password: surname16 (you will be required to generate a new password)

### Study Lists

You make your own study list on the MyEAP portal. You must choose the disciplines for your courses that are cross-listed and may take one course P/NP. Your study list needs to be completed by the 5<sup>th</sup> week of quarter, on **February 16**. No changes will be accepted after that date unless there are extenuating circumstances.

### UC Rome Library

Our library contains over 5000 books and DVDs, all related specifically to the courses that we offer. The library is open Mondays through Thursdays from 11 am to 4 pm and is staffed by student workers. In order to look for, reserve, and renew the material you have already checked out, sign into your account at [library.eapitaly.it](http://library.eapitaly.it) with the following credentials:

user id: your e-mail address

password: firstname16

From our website, you will also find instructions to access electronic resources such as JSTOR and Project Muse.

**University of California Rome—UCEAP**  
**Timetable for Italian classes**  
**Winter quarter 2017**

<b>Mondays through Thursdays 9:45-11 am</b>					
Principianti assoluti, Gruppo 1	Principianti assoluti, Gruppo 2	Principianti assoluti, Gruppo 3	Principianti Più A	Principianti Più B	Intermedi & Avanzati
Stefano Presutti	Mario Cacciafeste	Katia D'Angelo	Carlotta Silvagni	Francesca Divona	Rita Coppotelli
Fortuna classroom	Apollo classroom	Venere classroom	Michelangelo classroom	Giove classroom	Studio 2 classroom
<b>Mondays through Thursdays 11:30 am-12:45 pm</b>					
Principianti assoluti, Gruppo 4					
Rita Coppotelli					
Fortuna classroom					

Principianti assoluti= Elementary Italian

Principianti Più B= Pre-intermediate Italian

Principianti Più A= Advanced Elementary Italian

Intermedi & Avanzati= you should know

## University of California in Rome—UCEAP Timetable for Winter Quarter 2017

TIME	MONDAYS	TUESDAYS	WEDNESDAYS	THURSDAYS
9:45-11	Most levels of Italian see separate schedule	Most levels of Italian see separate schedule	Most levels of Italian see separate schedule	Most levels of Italian see separate schedule
11-11:30	Break	Break	Break	Break
11:30-1:30	Ancient Roman Civ** Prof. Corrado Venere classroom	Italian Media Prof. Natza Ladeau classroom	Ancient Roman Civ** Prof. Corrado Venere classroom	Italian Media Prof. Latza Nadeau classroom
	Italy: Territory, Food, Anthropology Prof. Smith Apollo classroom		Italy: Territory, Food, Anthropology Prof. Smith Apollo classroom	
1:30-2	Break	Break	Break	Break
2-4	Sociology of Rome Prof. Smith Apollo classroom	Introduction to Photography Prof. Petruccioli Venere classroom	Sociology of Rome Prof. Smith Apollo classroom	Introduction to Photography Prof. Petruccioli Venere classroom
		Social Psychology and Choices for Well-Being Prof. Carrus Apollo classroom		Social Psychology and Choices for Well-Being Prof. Carrus Apollo classroom
4-4:30	Break	Break	Break	Break
4:30-6:30	Women & Art** Prof. Filippini Venere classroom	The Age of the Giants: Bramante, Raphael, and Michelangelo in Renaissance Rome** Prof. Alei Venere classroom	Women & Art** Prof. Filippini Venere classroom	The Age of the Giants: Bramante, Raphael, and Michelangelo in Renaissance Rome** Prof. Alei Venere classroom

\*\*denotes pre-1850 courses

## **Academic Information**

### **Units**

Students in the UCEAP Art, Food, and Society in Rome quarter program earn from 15 quarter units for one Italian and two core classes. Each class is worth 5 quarter units (3.3 semester units.) The Italian language and Photography classes are lower division and all the other classes are upper division.

Students on the semester program will earn an extra 5 quarter (3.3 semester) for their third core class for a total of 20 quarter units (13.3 semester units) and can opt for an Italian conversation class that adds another 2 quarter (1.3 semester) units for a total of 22 quarter (14.6 semester) units.

### **Core Courses**

All students have received their enrollment in the core courses in an e-mail from the Academic Director. Enrollment is also posted on the academic bulletin board. It is no longer possible to make any changes in course enrollment.

### **Italian Courses**

Any student who has studied Italian previously in high school or any post-secondary institution is required to come to the Italian placement test this afternoon at 2:30 pm. Enrollment in the Italian courses will be mailed out to all students during the weekend, but please be aware that all classes begin on Monday morning.

### **Study Lists**

During the 5<sup>th</sup> week of the quarter, students will need to complete their study lists, which is the list of courses that is used to transfer units to the home campus. Although each student is responsible for going on the MyEAP website to create her/his study list, Professor Hairston is available to meet to discuss academic options. Please be aware that all of the units and grades will transfer to UC, but that the home campus and major or minor department has jurisdiction over accepting UC Rome courses. **All study lists must be completed by February 16, and changes are allowed only on a case-by-case basis after that point.**

### **P/NP**

Students are allowed to take one course P/NP. The final date for deciding which course you wish to choose is **February 16**. Please note that P/NP grading cannot be used for major, minor, or GE requirements on most UC campuses. A final letter grade of "C-" or below results in a "No Pass" on all campuses except UCB, UCD, UCM, and UCSD.

### **Grades**

As soon as the grades are ready (usually one to one and a half months after the end of the program) students will receive an e-mail notifying them that the grades have been sent to UCEAP. It takes about three months from the end of the program for students' UC Rome Study Center grades to reach their home campuses. If upon receipt of your grades, you require any clarifications, please write to Professor Hairston at [jlhairston@eapitaly.it](mailto:jlhairston@eapitaly.it).

## **Academic Integrity**

All students are expected to conduct themselves according to the principles and procedures of academic integrity and are held to the standards outlined in the EAP Academic Conduct policy, available at the following URL and on the UC Rome Study Center website:

[http://eap.ucop.edu/Documents/Policies/academic\\_conduct.pdf](http://eap.ucop.edu/Documents/Policies/academic_conduct.pdf)

## **Attendance Policy**

The UC Faculty Committee involved in the creation of the UCEAP Rome program stipulated that an attendance policy should be implemented, and the subsequent UC Rome Faculty Advisory Committee formulated an attendance policy that has been operative since the program's inception in Fall 2003. Attendance policies are in effect in all UCEAP-construct programs (Rome, London, Paris, and Florence.)

The attendance policy stipulates that:

- The class register is the official record of student attendance. It is the **student's responsibility** to sign the attendance register personally at the beginning of class with her/his full name (no initials). Students are forbidden from signing in for anyone else or altering the register in any way.
- If a student misses any portion of a class, she or he may be marked as absent or late, upon the faculty member's discretion, this includes leaving class early. **Three tardies automatically convert to an absence.**
- **Students are allowed two absences per class.** Any further unexcused absences will result in a deduction of **3% points** from the student's final raw total.
- **Guests are NOT allowed in any UC Rome class or site visit.**
- **NO MAKE-UPS for missed work:** if you are sick on a day when some form of assessment (quiz; oral exam; test; etc.) is taking place in one of your classes, you **MUST** submit a local doctor's note to staff at the Front Desk. Upon submission of a doctor's note, you will be given an average of similar forms of assessment. On a case-by-case basis, your instructor may indicate that you need to make up the work in some fashion.

If you are sick, please contact the Study Center, see the ACCENT website, or consult the material in your orientation materials to arrange to see a local doctor. Make sure that the doctor gives you a medical certificate (*certificato medico*) that specifies your prognosis and the number of days you should be absent. Once you have returned to school, submit a copy of your certificate to Marco.

Remember that this is an **academic term in Rome, not a travel-study program**. During the term, Study Center staff and professors will do their utmost to keep you informed in advance of last-minute changes or public transport strikes, but they do occur. Be especially aware of the possibility of missing classes due to strikes or other travel delays. In particular, long weekend trips to other European cities, especially with low-cost airlines (RyanAir, etc.), can be prone to delays or, more often, fly to airports far from the center of the city and enforce a strict 40-minute policy on boarding. **As a result, students are strongly advised NOT to schedule their two absences into their travel plans, as they may ultimately need to use at least one of them due to unforeseen circumstances.**

## **Student Life**

**Volunteering Opportunities** (come to the meeting on Thursday, January 18 at 11 am to sign up!)

Possibilities include, among others:

- Pistilli Elementary School
- Pitigliani Jewish Cultural Center
- Project Rome at the Tiburtina Train Station
- Ronda della Solidarietà
- English Theatre of Rome
- Arte in Bottega

### **Babysitting & Tutoring Lists**

Students interested in working as babysitters or tutors during the term should sign the Google doc form that will be distributed electronically during the weekend. Come to the meeting on January 16 to learn more about how it works. See Professor Hairston if you need more information.

### **Library Wardens & Cataloguer**

Paid positions are available to catalogue new books and DVDs in our library or to work as a warden in the library during the term. Application forms available from Professor Hairston via e-mail request. We will also need one intern to work on a conference that Professor Alei and I are organizing on early modern Rome.

### **Cultural Activities**

**Walking tours of Ancient Rome** will be offered by UC Rome faculty member Professor Crispin Corrado on Friday, Saturday, and Sunday, January 13-15 at 3:30 pm (sign-up at the front desk.)

**Walking tours of Baroque Rome** will be offered by UC Rome faculty member Professor Paolo Alei on Friday and Saturday, January 20-21 (sign-up at the front desk.)

A **Welcome Dinner** will be held on Monday, January 16 at 8 pm at La Torricella, via Evangelista Torricelli, 2 in the Testaccio neighborhood. (Please let us know if you won't be attending.)

**Open-Air Food Market visits:** Maurizio Di Franco will offer guided tasting tours of the **Testaccio** food market on Saturday, January 14 at 10:30 am and 12:30 pm and of the **Campagna Amica farmer's market** near the Circus Maximus on Saturday, January 21 at 10:30 and 12:30 am; sign-up at the front desk. Limited spaces are available.

**Roman Cooking Classes** with Juli Stelmaszyk are available during the month of September at the subsidized price of €15; sign-up at the front desk and see the calendar for dates

**Italian Conversation meetings** will be offered by our Italian interns beginning the 2<sup>nd</sup> week of the term. Students are required to attend five of these meetings and any further attendance will receive **extra credit** (1/2 pt. per 15 minutes of conversation for 5 pts. total.)