**WEEK AT A GLANCE: September 11, 2023 to September 15, 2023**

# ANNOUNCEMENTS:

If your courses are in **CH 123, 221, 224, 318, or 319, PLEASE contact Albert on how to use the new equipment. Thank you. Do not disconnect the computers to use your laptop. It will affect the configuration. Next room is CH 125—TBA.**

**REMEMBER TO TURN OFF THE COMPUTER IF YOUR CLASS IS THE LAST ONE.**

Please submit announcements of your activities or accomplishments to [ingles.uprm@upr.edu](mailto:ingles.uprm@upr.edu) by Thursday at noon. Thank you.

Keys to classrooms and offices have been requested. Please pay attention for an email from Sección de Llaves.

Check your email for information on an **English Department Extraordinary Meeting** with the Chancelor, **Dr. Agustín Rullán** on Thursday, October 5, 2023.

Please contact Dr. Rosa Román if you are interested in reviving a dormant student organization. Time is of essence! Documents due next Friday.

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# CALENDAR:

## ACADEMIC AFFAIRS & IMPORTANT DATES

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| 2023 FIRST SEMESTER **Dates** | **Activities** |
| Monday, September 11, 2023 | Screening of the film ***Romance Tropical*** at 4:30 p.m. in CH121. After the screening there will be a talk with Eduardo Rosado, film historian. For more information send an email to [rum.cinematheque@gmail.com](mailto:rum.cinematheque@gmail.com)  Último día para radicar reclamaciones sobre calificaciones finales del verano y del semestre anterior al profesor del curso. |
| Tuesday, September 12, 2023 | ***Donation Drive* *Hope for a Rescue*** from 10:00 a.m. – 12:00 noon in “La Placita Chardon”.  **Concierto *Broadway Big Hits III: The Legacy Continues*** a las 6:30 p.m. en el Anfiteatro Figueroa Chapel a cargo del grupo estudiantil *Curtain Call*. |
| Thursday, September 14, 2023 | ***Happy Day Colegial***de 10:00 a.m. a 12:00 md en el tercer piso del Centro de Estudiantes. Habrá música, juegos, presentaciones artísticas y 300 *Happy Meals.* Vístete de amarillo. Para más información llamar a la extensión 5467 (Calidad de Vida)  Presentación del libro ***4645 Crónica del Verano Boricua***a las 10:30 en CH228 a cargo del Dr. Cristopher Powers |
| Friday, September 15, 2023 | Último día para radicar solicitud de readmisión y transferencia a programas subgraduados para el Segundo Semestre 2023-2024.  Último día para solicitar admisión a concentraciones menores, secuencias curriculares, certificación profesional o segundas opciones de bachillerato para el Segundo Semestre 2023-2024.  Último día para solicitar admisión o readmisión a Estudios Graduados para el Segundo Semestre 2023-2024.  Último día para radicar solicitud de graduación y pagar derechos de diploma para los estudiantes que completen requisitos de graduación en el Segundo Semestre 2023-2024 y Verano 2024.  Fecha límite para solicitar readmisión al Comité Institucional de Aprovechamiento Académico de los estudiantes suspendidos  El Departamento de Actividades Sociales anunció la fecha límite para el **reconocimiento de las organizaciones estudiantiles** para el año académico 2023-2024. |

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SEE AMENDED CALENDAR:

<https://www.uprm.edu/cms/index.php?a=file&fid=20337>

# REMINDERS:

**THE ENGLISH WRITING CENTER:** For more information contact: [civis@uprm.edu](mailto:civis@uprm.edu)   
"Para su conocimiento, en el enlace encontrarán las [Á](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.uprm.edu%2Farci%2Fwp-content%2Fuploads%2Fsites%2F95%2F2022%2F08%2FAreas-de-Estudio-Colegio-de-Artes-y-Ciencias-1er-semestre-2022-2023.pdf&data=05%7C01%7Crosa.roman3%40upr.edu%7C98f247d7cc5c4b0120b308dba5a3989e%7C0dfa5dc0036f461599e494af822f2b84%7C0%7C0%7C638285894350678047%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=X9TYPs045VluxlQjLdFYiPfUa6u7CUUadgNNjBLNxCk%3D&reserved=0)[reas de Estudio](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.uprm.edu%2Farci%2Fareas-de-estudio%2F&data=05%7C01%7Crosa.roman3%40upr.edu%7C98f247d7cc5c4b0120b308dba5a3989e%7C0dfa5dc0036f461599e494af822f2b84%7C0%7C0%7C638285894350678047%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=eEXYLMUihJ%2B9vz%2BNYEGypSNtMqiRWoOqX3BQ%2FikRC3Q%3D&reserved=0)del primer semestre 2023-2024."

Please announce to your students that there are **computers available for lending**. Contact the Student Deanship.



Join us for the screening of ***Romance Tropical,*** the second Spanish sound film ever made. It was entirely filmed in Puerto Rico in 1934. This film was lost for 80 years but was recently found and restored.

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# **ACADEMIC CALENDAR**

[ACADEMIC CALENDAR 2023-2024](about:blank) amended <https://www.uprm.edu/cms/index.php?a=file&fid=20337>

# **UPDATING ENGLISH DEPARTMENT WEBPAGE**

# Thank you to those who have sent photos and updated their profiles.

Please visit the page and encourage our **retired faculty** to submit their photo and short bios. <https://www.uprm.edu/english/retired-faculty/>.

# **TRAVELING DURING THE SEMESTER**

If you plan to travel, please let the Office personnel know so that we can help you with the paperwork. This applies to both faculty and graduate students. Please check your email for the Travel Regulations in English.

If your trip is an official one with institutional funds, please contact Maricarmen Brito.

If you are planning to travel during the *Periodo Lectivo*, you must fill out [this form](https://www.uprm.edu/arci/wp-content/uploads/sites/95/2019/06/SolicitudViajeARCI.pdf).

If there are paid expenses or not, you must fill out this form:

[Solicitud y Autorización de Orden de Viaje](https://research.rcm.upr.edu/wp-content/uploads/sites/10/2022/06/Solicitud-y-Autorizacion-de-Orden-de-Viaje-29-abril-22.pdf)

# **CLASSROOM UPDATES**

**CH 005 remains unusable due to the heat. Therefore, classes have been moved to other classrooms on campus.**

**CH221, 224, 318 & 319:** have been converted into virtual classrooms. Training information will follow. **CH 125 is in process to be changed into a virtual classroom**

**CH 325 & 326:** Remain closed until further notice (Windows replaced). The Chancellor visited the space with Dean Omar Molina after the windows were replaced.

**Graduate Office Space CH 008-013:** Floor plans completed; Quotes pending. (Capacity: 17 cubicles and one conference room.)

# **TROUBLESHOOTING:**

Televisions, Computers, or Projectors **(Albert’s Office: 787-265-3836)**

Please notify Albert Cruz in writing: [albert.cruz@upr.edu](mailto:albert.cruz@upr.edu) and cc: [rosa.roman3@upr.edu](mailto:rosa.roman3@upr.edu)

Physical facilities like doors, locks, fans, windows, offices, lighting, and rodent infestation must be notified in writing: [maricarmen.brito@upr.edu](mailto:maricarmen.brito@upr.edu), [ingles.uprm@upr.edu](mailto:ingles.uprm@upr.edu) and cc: [rosa.roman3@upr.edu](mailto:rosa.roman3@upr.edu)

# **CARTELERA SEMANAL**

Please check for next week’s activities, conferences & other areas of interest in the link below: <https://www.uprm.edu/prensa/cartelera-semanal/>

# **LINKS**

[CERTIFICATION NUMBER 20-21-110, Proposal to schedule ordinary, faculty and departmental meetings.:](https://dmsrum.uprm.edu/handle/123456789/2928)

Academic Calendar (amended) <https://www.uprm.edu/cms/index.php?a=file&fid=20337>

# [PROFESSORS’ MANUAL:](https://www.uprm.edu/asuntosacademicos/wp-content/uploads/sites/45/2021/11/Manual-del-Profesor-2021.pdf)

[CERTIFICATION NUMBER 16-17-307 AMENDED - *Programa Docente, Programación de Matrícula, Ayudantias Graduadas*:](https://dmsrum.uprm.edu/handle/123456789/6039)

[CERTIFICATION 16-17-307 JA (JUNTA ADMINISTRATIVA) - *Programa Docente, Programación de Matrícula, Ayudantias Graduadas*:](https://dmsrum.uprm.edu/handle/123456789/2517)