



New College
of the Humanities

2019 – 2020 Academic Programme Guide

2019 N.U.*in* England Program

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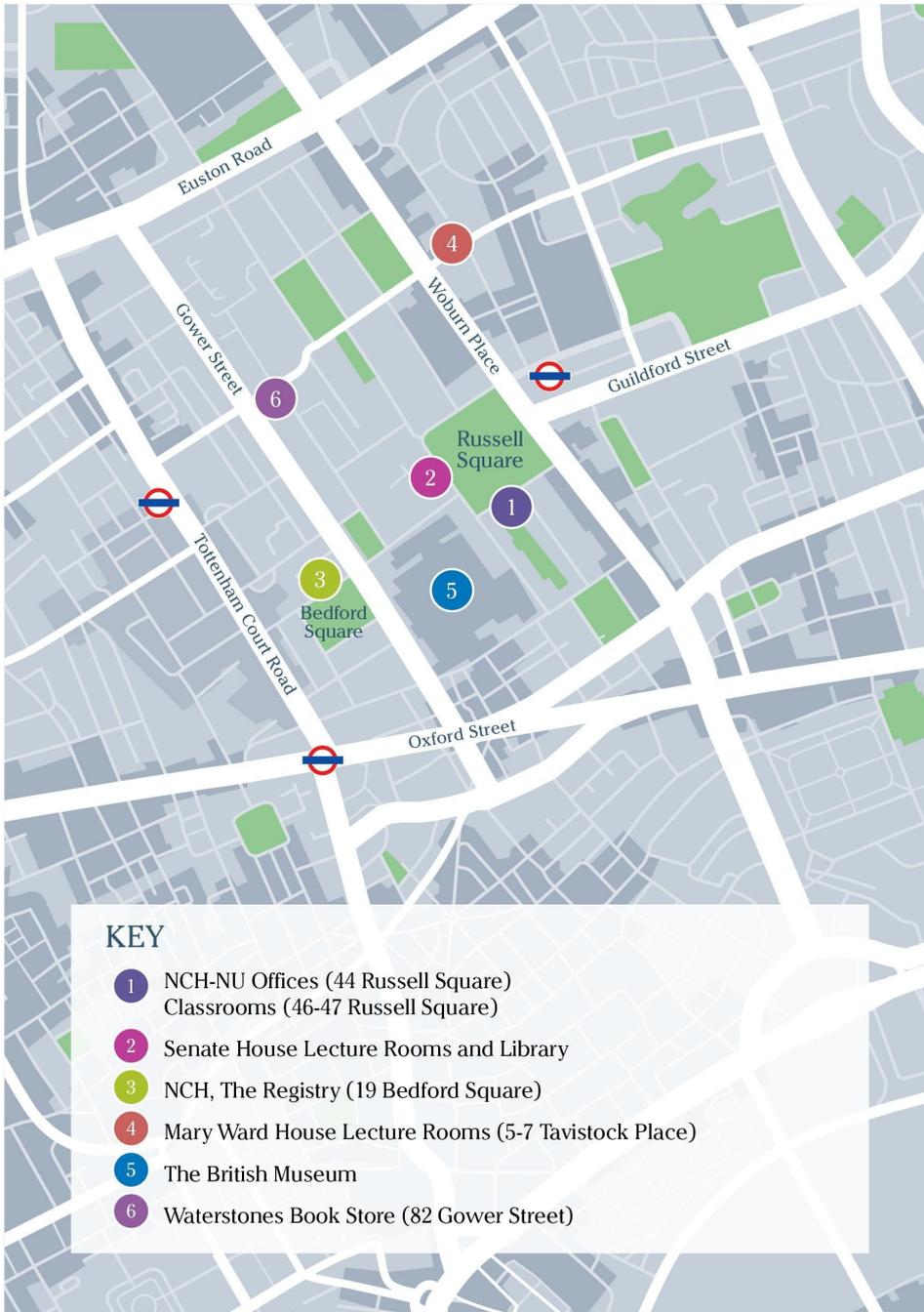
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BLOOMSBURY
CAMPUS MAP



PART 1: ACADEMICS

PROGRAMME DIRECTOR'S WELCOME

The warmest of welcomes to London and to the 2019 N.U.in England Program at New College of the Humanities (NCH). From your residential communities in Kings Cross or South Kensington to the academic campus in Bloomsbury, you will be immersed in the social and cultural life of a world city. The entire team looks forward to guiding you through this exciting transition, as you become Londoners for the semester, and as your careers in higher education begin.

At NCH we emphasize the importance of interconnectedness. We encourage students to think between academic disciplines, and beyond any conventional boundaries, believing that a whole education is greater than the sum of its parts. We employ different teaching styles, from traditional lectures to interactive seminars and workshops, to allow students to develop diverse skills. We invite students to reflect on the ways in which learning comes in many forms, including in experiencing new cultures first-hand; our co-curricular models forge links between the experience of being in London and the subjects under study. And above all we value the international diversity of our students, aiming to foster a culture in which we can learn from one another, and to provide an education which, while distinct, is global in its outlook.

We are excited to mark the start of your university studies in this global spirit, and wish you the very best for the semester.

Peter Maber
Programme Director and Senior Lecturer in English
peter.maber@nchlondon.ac.uk

ACADEMIC OVERVIEW

PROGRAMME DIRECTOR

The Programme Director oversees the academic structure and academic running of the programme in London and works with all faculty teaching on the programme.

INSTRUCTORS

The Lead Instructor is the faculty member who oversees the running of a course or a section of a course. Lead Instructors will usually take office hours, and should be students' first port of call for administrative matters concerned with the course in question. Instructors are other faculty members teaching a number of classes on a course.

COURSE AND FACULTY LIST

Contact details for instructors are provided in their course syllabi and on the associated virtual learning environment (Moodle), which will be shared with students at NCH orientation.

COURSE NUMBER	COURSE TITLE	FACULTY LIST
NUARTF411	2D Foundation	Lead Instructor: Andrea Raynor (Associate Dean Undergraduate Programs, College of Arts Media and Design)
NUENGW401	Academic Writing	Lead Instructors: Chiara Alfano (Assistant Lecturer in English); Robert Lederer (Assistant Lecturer in English); James Nixon (Assistant Lecturer in English); Riyukta Raghunath (Assistant Lecturer in English)
NUHIST402	Britain and the World: Interaction and Empire (History)	Lead Instructor: Estelle Paranque (Lecturer in History). Instructors: Oliver Ayers (Lecturer in History); Lars Kjaer (Head of the History Faculty and Senior Lecturer in History); Edmund Neill (Lecturer in History)
NUTHTR403	British Drama and the London Stage	Lead Instructor: Peter Maber (Senior Lecturer in English)
NUMATH416	Calculus for Business	Lead Instructors: Maria Dymova (Lecturer in Economics); Eleni Katirtzoglou (Lecturer in Economics).

NUINSH404	Cultures of London	Lead Instructors: Will Hall (Assistant Lecturer in English). Peter Jones (Assistant Lecturer in English); Flora Lisica (Assistant Lecturer in English); Natasha Periyana (Assistant Lecturer in English); Leighan Renaud (Assistant Lecturer in English); Alistair Robinson (Assistant Lecturer in English); Instructors: Catherine Brown (Head of the English Faculty and Senior Lecturer in English); Charlotte Grant (Senior Lecturer in English); Peter Maber (Senior Lecturer in English); Daniel Swift (Senior Lecturer in English)
NUARTH405	Deconstructing the Canon: Social Histories of European Art	Lead Instructor: Niamh Bhalla (Lecturer in Art History). Instructor: Susan Green (Lecturer in Art History).
NUARTG412	Design Process and Systems	Lead Instructor: Ben Cain (Lecturer)
NUCS413	Discrete Structures	Lead Instructor: Laney Strange (Associate Teaching Professor, Khoury College of Computer Sciences) Teaching Assistant: Khalil Haji
NUPOLS406	European Comparative Political Systems	Lead Instructor: Xuechen Chen (Lecturer in Politics and International Relations).
NUPSYC407	Foundations of Psychology	Lead Instructor: Bianca Serwinski (Lecturer in Psychology).
NUCS408	Fundamentals of Computer Science	Lead Instructor: Laney Strange (Associate Teaching Professor, Khoury College of Computer Sciences) Teaching Assistant: Khalil Haji
NUINTB414	International Business and Global Responsibility	Lead Instructors: Iraj Seyf (Lecturer in Political Economy); Ijeoma Udegbe (Lecturer in Economics)
NULPSC415	International Business Law	Murilo Lubambo de Melo (Lecturer in International Law)
NUECON409	Principles of Microeconomics	Lead Instructors: Emmanuel Okyere (Lecturer in Economics) (2 sections); Mahmoud Shahin (Lecturer in Economics); Judith Shapiro (Lecturer in Economics)

NUPHIL410	Twelve Great Moments in Philosophy	<p>Lead Instructor: Samuel (Sam) Kimpton-Nye (Lecturer in Philosophy). Instructors: Brian Ball (Head of Philosophy Faculty and Senior Lecturer in Philosophy); Naomi Goulder (Dean for Academic Development and Innovation; Senior Lecturer in Philosophy); Anthony Grayling (Master of NCH and Professor of Philosophy); David Mitchell (Senior Lecturer in Philosophy); Christoph Schuringa (Senior Lecturer in Philosophy).</p>
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TIMETABLING

All students receive their timetable at the NCH orientation. This is the timetable structure.

If at any time you need information about the timetable please contact Academic Operations Officer.

ATTENDANCE

Please refer to the Academic Handbook regarding the Attendance policy. Students are expected to attend all classes, punctually and prepared.

If a student is unable to attend a class, they must email the Lead Instructor and the Directorate of Operations & Student Affairs (osa@nchlondon.ac.uk) at least an hour before class. Consistent lack of attendance will trigger the student disciplinary procedure.

ACADEMIC COMMUNICATION

The contact email addresses of all course instructors are included at the top of all syllabi. Lead Instructors should be students' first point of contact for most concerns, with the exception of specialist material covered by the lecturers of other instructors.

When emailing instructors, students are requested to frame questions clearly and concisely to enable instructors to respond with maximum efficiency. If a question or concern is especially complicated, your instructor is likely to advise students to come to office hours to discuss the issue in full. Students are asked to begin emails to instructors in line with UK university conventions, in the form of 'Dear [First Name]', unless the instructor has requested otherwise.

OFFICE HOURS

- Office Hours at NCH are, unless otherwise specified, scheduled in classrooms and are usually run by the Lead Instructor on any given course. Full details of times and locations can be found on Celcat. Office Hours, unless otherwise specified, run on a drop-in basis, and students can attend either individually or in small groups. Students are invited to email their Lead Instructor ahead of office hours if they have any pressing concerns, and this may also help the instructor to prepare for office hours.

ACADEMIC ELECTRONIC RESOURCES

MOODLE

Each course has a page on Moodle where you can find the full course syllabus, weekly breakdowns of classes, required readings, assignment deadlines and submission portals, lecture handouts and slides, and any online forums. Students are required to be active users of the Moodle course pages. We strongly encourage all students check their Moodle pages frequently for assignment and exam due dates.

Your login username is your NU email and temporary password is "changeme19". You'll be required to change this to your own permanent password once logged in for the first time. Your dashboard will reflect all your assigned courses which you can click into and see a breakdown of each one.

CELCAT

Login details will be sent to students once timetables are finalised. A PDF step by step helpguide will be provided. IC's and PL'S have access to this PDF. Click here for the website access.

BLACKBOARD

All Northeastern students have access to Blackboard. To submit assignments and check your grades throughout this course, you will need to log onto Northeastern's Blackboard, available at northeastern.blackboard.com or at the [myNortheastern Portal](#) under the Services and Links page. Login with your myNortheastern username and password. Once you've logged into Blackboard, you are advised to bookmark the page on your browser.

CO-CURRICULAR EXCURSIONS

Co-curricular excursions are academic experiences out of the classroom in the presence of a course instructor and have specific learning objectives.

- Attendance counts towards class participation and is required.
- Instructors will lead the co-curricular excursions. International coordinators may assist with escorting students to/from excursions and provide supervision support.
- Instructors will brief students during the class preceding any co-curricular about where to meet and of any particular expectations for the excursion. Study visits will always have a learning outcome in mind, and instructors will also make students aware of the precise nature of the learning experience in advance.
- Students are reminded that most museums, galleries, and historical sites in London do not allow food and drink (beyond water). Many locations will require students to check in rucksacks and larger bags, so students may wish to travel lighter on days with co-curricular excursions to speed up the entry process.
- Students will never incur any entry fees on study visits.
- Students may contact Student life coordinators for information regarding co-curricular activities. Student life coordinators are located at 44 Russell Square.

PART 2: RESIDENTIAL AND STUDENT LIFE**NCH DIRECTORATE OF OPERATIONS AND STUDENT SUPPORT TEAM**

The Directorate of Operations and Student Affairs team are here to support students with any questions or issues throughout the semester. These may typically range from questions about the timetable, housing concerns and information about London. If students wish to change their contact details, please come in person to the Directorate office located on 44 Russell Sq.

The Director of Operations and their full responsibilities are:

NAME	ROLE	RESPONSIBILITIES
Olivia McLaughlin	Executive Director: Operations and Global Development	<ul style="list-style-type: none"> ● Operational oversight and delivery of Northeastern Programmes at NCH ● Management of Directorate of Operations and Student Affairs team Lead day to day oversight of operations (programmes, facilities, staff, events) <ul style="list-style-type: none"> ● Welfare of students ● Relationships with accommodation providers
Kylie McCarroll	Residence Life Manager	<ul style="list-style-type: none"> ● Main point of contact between housing providers, partner institution, NCH & students to ensure the safety of students ● Monitor, respond and report on housing (including issues, maintenance requirements and requests) ● Ensure housing Service Level Agreements are being met ● On-call support in response to student issues (housing, welfare, pastoral support) ● Leading the management of student conduct (non academic) matters ● Engage with team regarding day to day oversight of operations and contribute as needed (programmes, facilities, staff, events)
Madeleine Hughes	Student Wellbeing Coordinator	<ul style="list-style-type: none"> ● Provide students with a range of support covering their mental and physical health throughout their academic experience ● Make necessary arrangements for students with a declared disability ● Support students to develop strategies and techniques to manage their mental wellbeing ● Advise students regarding provision of resources available to them in relation to mental health issues ● Arrange counselling and triage sessions for students ● Provide advice and guidance to Programme Liaison ● Contribute towards day to day operations (programmes, facilities, staff, events)

<p>Carlos Yeung And Sean O'Donnell</p>	<p>Student Life Coordinators</p>	<ul style="list-style-type: none"> • Plan, organise, attend and deliver co-curricular and extra-curricular programmes • Plan, organise and deliver key student events (orientation/ departure) • Coordinate student organisations and events • Liaise with Faculty, International Coordinators and Programme Leaders • Managing logistical issues (e.g. missing student cards/ visas/ tickets/ timings) • Contribute towards day to day operations (programmes, facilities, staff, events)
<p>Stephanie Woodson</p>	<p>Academic Operations Officer</p>	<ul style="list-style-type: none"> • Timetable management • Liaison between faculty and academic planning • Management of the virtual learning environment and support on other computer programmes as required • Planning of key student assessments in conjunction with Programme Directors (exams, assessment hand in dates) • Day to day oversight of operations (programmes, facilities, staff, events)

OFFICE HOURS AND CONTACT INFORMATION

The Directorate is available between 8:30am and 6:30pm for non-urgent questions/queries. Students are also welcome to contact this email address: osa@nchlondon.ac.uk. For urgent queries the Directorate's emergency phone number is: +44 (0)7512655442

There are emergency numbers dedicated to each residence hall community. Staff is available via the phone numbers below, 24 hours/7 days a week:

- Chapter: +44(0)7857 951 566
- Metrogate & Crofton: +44(0)7857 951 567
- Chelease Lightfoot: +44(0)7857 951 568

STUDENT RESIDENCE HALLS

Students in the N.U.in England Program are required to live in campus housing. Students will live at the following residence halls:

- ChapterL 200 Pentonville Road, Kings Cross, N1 9JP
- Metrogate: 3-7 Queen's Gate Terrace, South Kensington, SW7 5PE
- Crofton: 14 Queen's Gate, Kensington, SW7 5JE
- Chelsea Lightfoot: Manresa Road, Chelsea SW3 6NA

CONDUCT EXPECTATIONS

All students are requested to be cognizant of the Northeastern University Code of Student Conduct, The N.U.in Program Supplemental Guide to Participant Conduct, and the NCH Code of Conduct which they will be expected to comply with during their time in London.

The policies can be found here:

<https://www.northeastern.edu/nuin/getting-started/policies-conduct/>

<https://www.nchlondon.ac.uk/about-us/academic-handbook/nch-policies-and-procedures/>

NCH RESIDENCE HALL POLICY

The following NCH policies are applicable to all NCH residence halls:

GUEST POLICY

- All guests to the residence halls should sign-in with the front desk upon their arrival and sign-out with the front desk upon their departure. It is the policy of NCH that no overnight guests are permitted in any of the residence halls and all guests will need to exit the residence hall by the start of quiet hours (Please see the below policy which outlines quiet hours).
- While visiting, all guests should be accompanied by their host at all times. Under no circumstance, should a guest be in possession of a host's access card or access code to any NCH academic or residential campus building.
- Hosts are responsible for their guests for the duration of the guest's visit. This means, should a guest violate any policies as outlined in this Guide, the host will be responsible.

QUIET HOURS

- Quiet hours for all NCH residence halls will begin at 22:00 (10:00pm). During quiet hours students should not congregate in the corridors, in front of buildings/entrances and should be considerate of students and other neighbors.
- In addition to Quiet Hours, Courtesy Hours are 24 hours per day. All NCH residence halls are living and learning areas and to foster an academic environment, students are expected to comply with reasonable requests such as turning down music, movies, or closing windows.

ALCOHOL

- Alcohol is not permitted in any communal areas, including but not limited to study spaces, lounges, computer workshop areas, corridors, vestibules, and classrooms. The only exception to this is the communal kitchen areas and Chapter sponsored events. In the case of communal kitchens, students are expected to be respectful of their communities and partake responsibly.

CLEANLINESS, MAINTENANCE REPORTS, AND BUILDING DAMAGE BILLING

- Students are responsible for maintaining a clean-living environment and creating and submitting timely maintenance reports.
- Students are responsible to maintain the condition of the room as they found it upon move-in. Upon check-out, rooms will be assessed for any damage.
- If damage is found, students will be billed accordingly.

If you have any questions or concerns, please contact facilities via reception.

ROOM SEARCH POLICIES

Our housing providers reserve the right to search any room or common area under suspicion of possession or consumption of illegal or illicit substances.

LAUNDRY FACILITIES

All buildings are equipped with washing machines and dryers. Please refer to the laundry room for instructions on how to access the laundry machines.

STUDENT ID AND ACCESS CARDS

Students are provided with various Student ID and Access cards throughout the semester. The following ID cards will be provided to students at Orientation:

1. Bloomsbury Academic Building Card
2. NCH Student ID Card
3. Oyster Travel Card
4. Residence Hall Access Card (only provided to the residence of that building)
 - a. Chapter House
 - b. Crofton
 - c. Metrogate
 - d. Cheslea Lightfoot
5. Senate House Library Card
6. Student Central Card

Details regarding each card, replacement procedures and fees can be found below:

ACCESS CARD	CARD OVERVIEW	LOST/STOLEN	REPLACEMENT FEE
Bloomsbury Academic Building Card	Access card to the Academic building located at 46-57 Russell Square.	First please check with the front desk administrator at 46-47 Russell Square to inquire if the card has been turned in. If the card is not at the front desk, please contact Kylie McCarroll, kylie.mccarroll@nchlondon.ac.uk , as soon as possible so that access to the building can be terminated.	Students are responsible to pay £10.00 in order to be issued a new card.
NCH Student ID Card	Student ID card throughout the semester and will act as main student identification while in London.	Please contact Sanjay Nair, sanjay.nair@nchlondon.ac.uk , as soon as possible so that access to the building can be terminated.	Students are responsible to pay £10.00 in order to be issued a new card.
Oyster Travel Card	The Oyster Card is a travel card for on all London subways, buses, overground, and trams. All N.U.in England students receive cards that allow them access to Zones 1 and 2 throughout the semester.	Please contact Carlos Yeung, carlos.yeung@nchlondon.ac.uk , as soon as possible to order a replacement card.	No replacment cost involved

Student Central Card	Student Central is a social community built of 18 London colleges and universities. This card provides students with access to the facilities at Student Central, including societies, sports, and online tickets.	Please see the front desk at Student Central so that access to the building can be terminated.	Students are responsible to pay £3.00 in order to be issued a new card.
Chapter Residence Hall	Access card for all N.U.in England residents of Chapter.	Please contact reception at +44 203 675 9200 or see reception in-person, as soon as possible to terminate building access.	Students be responsible for a £10.00 replacement fee and issued a new card.
Crofton	Access card for all N.U.in England residents of Crofton.	Please contact the front desk staff as soon as possible to terminate building access.	Students will be responsible for a £35.00 replacement fee and issued a new card.
Metrogate	Access card for all N.U.in England residents of Metrogate.	Please contact the front desk staff as soon as possible to terminate building access.	Students will be responsible for a £35.00 replacement fee and issued a new card.
Chelsea Lightfoot	Access card for all N.U.in England residents of Chelsea Lightfoot.	Please contact the front desk staff as soon as possible to terminate building access.	Students will be responsible for a £65.00 replacement fee and issued a new card.

THE TUBE

All N.U.in England students receive Oyster Cards throughout the semester. The Tube will be the main form of transportation to and from the academic and residence hall campuses.

ZONE 1 AND 2 AND BEYOND

- The Oyster Cards provided give students access to Zones 1 and 2 throughout the semester. For travel outside of Zone 1 and 2, students can load an additional balance onto the card either cash or credit cards by using the TFL kiosk machines located in every station. While visiting, all guests should be accompanied by their host at all times. Under no circumstance, should a guest be in possession of a host's access card or access code to any NCH academic or residential campus building.

OPERATING HOURS

- Operating hours vary between the different lines but most will start running at around 5am Monday - Saturday. There are reduced hours on Sundays. Specific hours can be found on the TFL website (www.tfl.gov.uk)

USING THE OYSTER CARD

- Simply, touch the card on the yellow card reader in the station, on the train, or on the bus. To pay the correct fare, users must always touch in at the start and at the end of every journey made on Tube, London Overground, DLR, TfL Rail, Emirates Air Line cable car and National Rail services.

BUSES

- Buses do not use zones and so travelcards will cover the cost of travel on the bus system. Users should ensure that they tap the yellow card reader when they board the bus, but they do not need tap out when leaving the bus.

NIGHT TUBE

- The Northern, Jubilee, Piccadilly, Central and Victoria operate a 24 hour service on Friday and Saturday at certain stations. More information can be found on the Tube Mx app.

TUBE ETIQUETTE

Up to 5 million journeys happen on the tube every day! Please be aware of other people using public transport and be considerate of space and noise levels. A few other things to remember:

- Walk up or down the escalator on the left-hand side, stand on the right
- Move all the way down the carriage of the tube during busy hours
- Don't lean on the poles that others may need to hold on to
- If you're standing by the door, step off the train to allow others off
- Have your oyster card ready before you get to the barriers.
- Look out for people wearing a 'baby on board' or 'please offer me a seat' pin - these individuals may need a seat more than you!
- Alcohol cannot be consumed on the Tube
- There are often police located in very busy stations and often at rush hour (5pm - 7pm)
- Every station has CCTV as well as station staff located at the barriers who are on hand to help
- Wifi may available at tube stations for UK cell service users

USEFUL TRAVEL PLANNING APPS AND WEBSITES

- www.tfl.co.uk
- Tube MX
- City Mapper
- Google Maps

STAYING ACTIVE WHILE IN LONDON

- Students who wish to join a gym while in London could consider a short-term membership to the EnergyBase Gym. Gym plans are outlined their website: <https://www.studentcentral.london/energybase/membership/>.

WIFI ACCESS AND PASSWORDS

The different access networks and passwords throughout the semester are:

WIFI	NETWORK	PASSWORD
NCH	NCH Visitor WiFi	19Bedford
Bloomsbury Academic Building	LHR-CiEE-GUEST	HelloRu\$\$ell!
Mary Ward House	MaryWardHouse	8d0da34dfe
Senate House Library	UoL Libraries	Username: Membership number Password: Last name
Kings X Chapter	ASK4Wireless	Go to signup.ask4.com and follow the prompts to set up your account
Crofton	Username: Husky email address	Details given in welcome pack
Metrogate	Information given to students in pack upon arrival	Information given to students in pack upon arrival
Chelsea Lightfoot	Glide	To be set up upon connecting to WiFi

PASTORAL CARE RESOURCES

- Counseling Services:
 - 111 NHS Medical Advice Line
 - Chapter students:
 - Simon Rudd, Counsellor (BACP Registered Member), Pause counselling and psychotherapy private practice, (simonruddtherapy@gmail.com)
 - Lightfoot, Metrogate, and Crofton students:
 - Dr Deborah Hill (djhillus@yahoo.com)
 - All students:
 - Nightline Student Listening Service: +44 20 763 10101
- Sexual Harassment or Assault:
 - Northeastern University Office of University Equity and Compliance
 - Email: titleix@northeastern.edu
 - Phone: +1-617-373-4644, Monday-Friday 8:30AM- 5:00PM
 - To file a report: https://cm.maxient.com/reportingform.php?NortheasternUniv&layout_id=1
 - Northeastern University Police Department
 - +1-617-373-3333