



New Faculty Orientation

Monday, August 15th, 2022 • 8:15 - 2:30
Student Center Banquet Hall B/C

- 8:15 **ID Photos taken as you arrive**
- 8:30 **Welcome**
Nathan Cox, Assist. Provost of Fac. Devel. and Core Curriculum; Director of the CLTE
Dr. Ryan Neal, Provost.
- 8:45 **Human Resources – Welcome and Starting Strong**
Amy Porpilia, Director of Human Resources
- 9:05 **AU’s Commitment to Diversity and Inclusion**
Dr. James Noble, Vice President of Diversity and Inclusion
- 9:25 **Safety and Security**
Eddie Aman, Director of Campus Safety and Emergency Response
- 9:40 **Break**
- 9:50 **Data Security**
Curt Kappenman, Information Security Compliance Officer
- 10:10 **Title IX**
Dr. Dianne King, Assoc. Vice President for Student Development, Dean of Student Success,
Title IX Coordinator
- 10:30 **Student Development Support**
How to connect students to counseling services.
Kathie Davenport, Clinical Counselor, Thrive Counseling Center
AU CARE Team Student of Concern Report
Tyrome Philson, Associate Dean of Students and Commuter Engagement
- 10:50 **Break**
(New Staff are dismissed; New faculty remain.)
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- 11:00 **Instructional Technology**
Office 360/passwords, wireless/wired networks, IT Helpdesk support/questions, Workday, AU
email, phones and voicemail, classroom multi-media equipment and PC support.
Randall Roark, Coordinator of Academic Technology

- 11:20 **Student Development Support for Academic Success**
Beacon Academic Alert System, Academic Accommodations protocols, other Center for Student Success services
Dr. Dianne King, Assoc. Vice President for Student Development, Dean of Student Success, Title IX Coordinator
Genia Berndt, Director of Accessibility Services & Student Success
- 11:40 **Academic Information and Responsibilities Beyond the Teaching Space**
AU Catalog, Roster Verification, Drop-Add Procedures, Administrative Withdrawal, Grading Deadlines and other Critical Dates:
Elizabeth Cranford, Registrar
7 Obligations for Faculty During Every Term
Nathan Cox
- 12:00 **Lunch**
- 12:45 **Course Development**
Standard Syllabus Format, Syllabi Submission, *Canvas* Learning Management System
Calendars, Schedules
Academic Calendars, Monthly Meeting Schedule and Annual Campus Gatherings, Important dates
Academic Affairs Canvas resources
Committee info, policies, documents, etc.
Guidance for a Successful Course
Five pieces of advice.
Nathan Cox
- 1:10 **Review Processes and Teaching Feedback**
Reappointment, Tenure and Promotion Processes
Professional Development Plans (“the PDP”) and Annual Performance Reviews
Teaching Reviews – IDEA Course Evaluations, Peer and Supervisor Teaching Evaluations, Mid-Course Reviews
Nathan Cox
- 1:30 **Center for Innovation and Digital Learning (CIDL)**
Instructional Design, Canvas Learning Management System, Mobile Learning/iPads, Design Institutes, Faculty Learning Communities, Media Production, Opening week drop-in workshops.
Chad Treado, Associate Director of the CIDL, Senior Learning Designer
- 1:50 **Break**
iPad distribution
- 2:00 **Center for Learning and Teaching Excellence (CLTE)**
Faculty Learning Series, Mid-Course Reviews, Sr. Faculty Mentors, Consultations, Faculty Development Committee Funding, etc.
Nathan Cox
- 2:15 **Center for Global Engagement**
Ann Themistocleous, Director of the Center for Global Engagement
- 2:30 **Closing Remarks / Adjourn**
Other useful info., Reminders and To Do List items

New Faculty Orientation continues throughout the academic year with workshops within the CLTE Faculty Learning Series:

Please mark your calendars and save the dates:

Christian Worldview / Faith & Learning Integration Seminar

Presentation and Panel Discussion with veteran faculty

Aug. 17, 2:00 - 4:30

New Faculty Workshop 1:

Peer Review, Annual Review/Profession Development Plan (PDP) Goals, and the Reappointment Tenure and Promotion System

Sept. 2, 10:10 - 11:00

New Faculty Workshop 2:

Objectives Selection for IDEA Course Ratings and Strategies for Valid Participation Rates

Nov. 4, 10:10 - 11:00

New Faculty Workshop 3:

Interpreting Results of IDEA Course Ratings and Using Data and Resources to Improve Teaching

Jan. 20, 10:10 - 11:00 (tentative)