

NEW FACULTY ORIENTATION



GETTING TO KNOW THE UNIVERSITY

AGENDA DAY ONE

Tuesday, August 19, 2008
McNamara Alumni Center, East Bank Campus
Closest Parking – University Avenue Ramp

8:00-9:00 a.m.	Check In & Continental Breakfast	Memorial Hall
9:00-9:30 a.m.	Welcome Provost E. Thomas Sullivan	Memorial Hall
9:30-10:00 a.m.	Video & Overview Vice Provost Arlene E. Carney	Memorial Hall
10:00-10:30 a.m.	Introductions	Memorial Hall
10:30 a.m.	BREAK	
10:45-11:30 a.m.	Activity	
11:30-12:30 p.m.	LUNCH	Memorial Hall
12:30-1:45 p.m.	How Are We Organized to Serve Our Students? Discussion with – Shirley Nelson Garner, Associate Dean, Graduate School; Bob McMaster, Vice Provost and Dean of Undergraduate Education; Jerry Rinehart, Vice Provost for Student Affairs	Memorial Hall
1:45 p.m.	BREAK	
2:00-2:45 p.m.	Responding to Student Issues Sharon Dzik, Director, Office for Student Conduct and Academic Integrity	Memorial Hall
2:45-3:30 p.m.	Diversity Is Everyone's Business Rusty Barceló, Vice President and Vice Provost, Office for Equity and Diversity; Louis Mendoza, Associate Vice Provost for Equity and Diversity	Memorial Hall
3:30-4:00 p.m.	Scholars Walk Mini Tour to Campus Club	
4:00-5:00 p.m.	Reception and Information Fair Hosted by Offices of the Senior Vice President for Academic Affairs, Health Sciences, and System Academic Administration	Campus Club (4th Floor) West Wing Dale Shephard Room Bar Corridor

Representatives from many campus offices will be on hand to answer your questions.



CREATING EXCELLENCE IN THE CLASSROOM AND BEYOND

AGENDA DAY TWO

Wednesday, August 20, 2008

Continuing Education and Conference Center, St. Paul Campus

Closest Parking – Gortner Avenue Ramp

8:00-9:00 a.m.	Check In & Continental Breakfast	Upper Level Registration Area
9:00-9:30 a.m.	Welcome Vice Provost Arlene E. Carney	Room 135 A & C
9:30-10:00 a.m.	Connecting Your Syllabus to Student Learning Outcomes David Langley, Director, Center for Teaching and Learning	Room 135 A & C
10:05-10:45 a.m.	Teaching & Learning – Concurrent Sessions 1	
	Effective Lectures Christina Petersen, Assistant Education Specialist, Center for Teaching and Learning	135B
	Tools for Teaching with Writing Kirsten Jamsen, Director, & Mitch Ogden, Assistant Director, Center for Writing	135D
	Teaching Small Seminar Classes Steve Simmons, Professor, Agronomy and Plant Genetics	155
	Informal Learning Assessment: Tools to Enliven Your Classroom Leslie Schiff, Professor, Microbiology	156
	Teaching Diverse Students Doneka Scott, Program Director, Division of Professional Education, Pharmacy	166
10:45 a.m.	BREAK	Upper Level Registration Area
11:00-11:40 a.m.	Teaching & Learning – Concurrent Sessions 2	
	Effective Lectures Christina Petersen, Assistant Education Specialist, Center for Teaching and Learning	135B
	Tools for Teaching with Writing Kirsten Jamsen, Director, and Mitch Ogden, Assistant Director, Center for Writing	135D
	Teaching Small Seminar Classes Steve Simmons, Professor, Agronomy and Plant Genetics	155
	Informal Learning Assessment: Tools to Enliven Your Classroom Leslie Schiff, Professor, Microbiology	156
	Teaching Diverse Students Doneka Scott, Program Director, Division of Professional Education, Pharmacy	166
11:45 a.m.-12:00 noon	Ordering Textbooks and Reading Packets: Working with the University Bookstore Robert Crabb, Director, University Bookstores	Room 135A & C

DAY TWO AGENDA [CONTINUED]

12:00-12:50 p.m.	LUNCH	Courtyard
1:00-1:10 p.m.	Introduction to Key University Programs Arlene E. Carney, Vice Provost for Faculty and Academic Affairs	Room 135A & C
1:15-1:45 p.m.	Key University Programs Sessions – 1	
	Public Engagement Andy Furco, Associate Vice President for Public Engagement	135B
	Student Learning and Student Development Outcomes Arlene E. Carney, Vice Provost for Faculty and Academic Affairs; Jerry Rinehart, Vice Provost for Student Affairs	135D
	University Honors Program Serge Rudaz, Founding Director, University Honors Program	156
	Internationalization of the Curriculum Barbara Kappler, Assistant Director for Programs and Training, International Student and Scholar Services	166
1:50-2:20 p.m.	Key University Programs Sessions – 2	
	Initiatives in the Academic Health Center Barbara Brandt, Assistant Vice President for Education, Academic Health Center	135B
	Undergraduate Advising Laura Coffin Koch, Associate Vice Provost, Undergraduate Education	135D
	Undergraduate Research Vicky Munro, Coordinator, Undergraduate Research Opportunities Program; Rebecca Rassier, CLA UROP Coordinator; Bill Ganzlin, CFANS UROP Coordinator	155
	Interdisciplinary Research Initiatives Frances Lawrenz, Associate Vice President, Office of the Vice President for Research	156
	Changes in Liberal Education Bob McMaster, Vice Provost and Dean of Undergraduate Education	166
2:20 p.m.	BREAK	Upper Level Registration Area
2:30-3:00 p.m.	Technology Enhanced Learning Billie Wahlstrom, Vice Provost for Distributed Education and Instructional Technology	Room 135 A & C
3:00-4:00 p.m.	University Tools for Supporting Teaching Linda Jorn, Director, Digital Media Center; Brad Cohen, Assistant Director and Coordinator of Curriculum Development, Digital Media Center	Room 135 A & C



NAVIGATING THE UNIVERSITY: RESOURCES FOR RESEARCH AND FACULTY LIFE AGENDA DAY THREE

Thursday, August 21, 2008
Humphrey Institute of Public Affairs, West Bank Campus
Closest Parking – 19th Avenue Ramp

8:00-9:00 a.m.	Check In & Continental Breakfast	Humphrey Center Atrium
9:00-9:30 a.m.	Faculty Governance Emily Hoover, Professor, Horticultural Science & Chair, Faculty Consultative Committee, University Senate	Cowles Auditorium
9:30-9:40 a.m.	Conflicts of Interest Lynn Zentner, Director, Office of Institutional Compliance	Cowles Auditorium
9:40-10:00 a.m.	Research, Scholarship and Creative Expression at the University R. Timothy Mulcahy, Vice President for Research	Cowles Auditorium
10:10-10:50 a.m.	Research Services - Concurrent Sessions 1	
	Key Information about Applying for, Receiving, & Administering Grant Awards Pamela Webb, Associate Vice President for Research Administration; Kevin McKoskey, Associate Director, Sponsored Projects Administration; Judith Krzyzek, Associate Director, Sponsored Projects Administration	25
	Resources for Finding Funding Peggy Sundermeyer, Director, Collaborative Research Services	35
	What Research Education Requirements Do I Need to Complete? Carol Foth, Manager, Fostering Integrity in Research, Scholarship, and Teaching Programs (FIRST)	15
	Navigating the Institutional Review Board (IRB) - Social, Behavioral, Humanities Jeffery Perkey, Research Compliance Supervisor, Research Subjects Protection Programs	30
10:50-11:00 a.m.	BREAK	
11:05-11:45 a.m.	Research Services - Concurrent Sessions 2	
	Key Information about Applying for, Receiving, & Administering Grant Awards Pamela Webb, Associate Vice President for Research Administration; Kevin McKoskey, Associate Director, Sponsored Projects Administration; Judith Krzyzek, Associate Director, Sponsored Projects Administration	25
	Additional Resources for Arts, Humanities, and Social Sciences Peggy Sundermeyer, Director, Collaborative Research Services; Gayle Y. Anderson, Grants Management Coordinator, CLA; Barbara Scott Murdock, Grants Consultant, Institute for Global Studies; Representatives from the College of Education and Human Development	35

DAY THREE AGENDA [CONTINUED]

	What Research Education Requirements Do I Need to Complete? Carol Foth, Manager, Fostering Integrity in Research, Scholarship, and Teaching Programs (FIRST)	15
	Navigating the Institutional Review Board (IRB) - Bio-Medical Brandy Satchell, Research Compliance Supervisor, Research Subjects' Protection Programs; Andrew Allen, Research Compliance Supervisor, Research Subjects' Protection Programs	30
	Navigating the Institutional Animal Care and Use Committee (IACUC) Process and the Institutional Biosafety Committee (IBC) Matt Byers, Research Compliance Supervisor, Research Subjects Protection Programs; Rachel Blixt, Research Compliance Supervisor, Research Subjects' Protection Programs	60
11:50-12:10 a.m.	Additional Resources for Faculty Excellence Arlene E. Carney, Vice Provost for Faculty and Academic Affairs	Cowles Auditorium
12:10-1:10 p.m.	LUNCH	Atrium
1:15-1:45 p.m.	Fiscal Responsibility Mike Volna, Associate Vice President, Controller's Office	Cowles Auditorium
1:45-2:15 p.m.	University Libraries Karen Williams, Associate University Librarian for Academic Programs	Cowles Auditorium
2:15-4:15 p.m.	Faculty Affairs Promotion and Tenure Arlene E. Carney, Vice Provost for Faculty and Academic Affairs	Cowles Auditorium