

DRAKE UNIVERSITY
AN INTRODUCTION FOR NEW FACULTY
Fall 2006

Monday, August 21

WELCOME

*Olmsted Center Pomerantz Stage [West end of first floor]
9:00 - 9:15 am*

Welcome to Drake
Sue Wright, Associate Provost

HUMAN RESOURCES ORIENTATION

*Olmsted Center Pomerantz Stage
9:15 -10:30 am*

Kay Bretthauer, Assistant Director, Benefits
Human Resources staff will meet with faculty to discuss personnel procedures and complete paperwork required for employment and benefits.

DRAKE ID PICTURES

*Olmsted Student Life Office
10:45 -11:30 am*

PROVOST'S LUNCHEON

*Olmsted Conference Rooms 311-13
11:30 am – 1:00 pm*

New faculty will be guests of honor at a luncheon hosted by the Provost and attended by Deans and others from the campus community.

INTRODUCTION TO DRAKE NEW FACULTY ACTIVITIES

*Aliber 107
1:30 pm - 1:45 pm
Sue Wright, Associate Provost*

BEFORE YOU PRINT THE SYLLABUS – DID YOU INCLUDE....?

*Aliber 107
1:45 pm - 3:00 pm
Sue Wright, Associate Provost*

By including important information on your syllabi, you can avoid problems later in the semester. We will discuss policies related to attendance, grading procedure, academic integrity and disability services statements, and other basics of the syllabus. There also will be an opportunity to raise general questions about teaching and learning at Drake University.

Tuesday, August 22

INSTRUCTIONAL TECHNOLOGY AND OTHER COMPUTING SERVICES

9:30 am - 10:30 pm Carnegie Hall Multimedia Development Lab [Ground Floor]

Paul Morris, Chief Information Officer, Peggy Steinbronn, Instructional Technology, and Jim O'Brien, Desktop Services

This session provides an introduction to services available from the Office of Information Technology (OIT) , how to access those services, and where to go to get help. Services include Instructional Technology support, a Help Desk, Desktop Services and numerous others. This session will be held in the Academic Computing Conference Room in the basement of Carnegie Hall.

RESOURCES FOR YOUR CLASSROOM: LIBRARY INSIGHT

11:00-11:45 am Cowles Electronic Classroom

Bruce Gilbert, Director of Library Operations and Technology and Mireille Djenno, Librarian for the First-Year Experience

Cowles Library provides many pedagogical resources and services for Drake faculty. This session will provide a brief introduction to some of the most important services, including opportunities to schedule your classes for library orientation, enhanced assistance for first-year students, or for special presentations on research tools and materials that can be tailored to your classroom needs."

BOX LUNCH – CONVERSATIONS WITH YOUR COLLEAGUES

12:00-12:45 pm, Medbury Hall Lounge [Ground Floor, North Entrance]

Take a chance to relax and share conversation with your new colleagues. Box lunches will be provided.

ACCESSING CLASSROOM TECHNOLOGY: THE BASICS

1:00-2:00 pm Meredith 101

Drake TeleMedia Staff

A hands-on introduction to accessing classroom technology at Drake will be provided. You then will have the opportunity to make appointments for a hands-on introduction to technology specifics of the classrooms in which you will teach.

Drake University – New Faculty Program
Schedule of Sessions - Fall 2006

Thursday August 31 -- Labor Day Weekend

Tuesday, September 5, 3:00-4:00 pm — Cowles Library Classroom
Library Services and Copyright Awareness

Rod Henshaw, Dean of Cowles Library, Teri Koch, Associate Professor of Librarianship, Claudia Frazer, Assistant Professor of Librarianship, Marcia Keyser, Assistant Professor of Librarianship

This session will provide an overview of Cowles Library services including electronic reserves, how to order material, and archiving in the Drake Digital Repository. The session will conclude with basic information on Copyright policy and procedure.

Thursday, September 7, 3:00-4:00 pm — Medbury 116
Conversations and Planning

We will take an opportunity to talk about the start of the semester, issues that have arisen, and to discuss sessions that might be helpful later in the semester.

Tuesday September 12 , 3:00-4:00 pm – Kinne Lab
Using Blackboard to Facilitate Effective Teaching

Peggy Steinbronn, Instructional Technology Spec

Pedagogy Matters! This session will look at the pedagogy behind using the web to enhance teaching and learning. Specific strategies to make your course web site more interactive and engage the students--learner-to-learner, learner-to-content, and learner-to-instructor will be discussed and demonstrated.

Thursday September 14, 3:00-4:00 pm – Kinne Lab
Creating a Course Web Site – Hands-On Session

Peggy Steinbronn, Instructional Technology Spec

This session is designed to provide hands-on experience with utilizing Drake's Online Learning Course Site (Blackboard). Participants may want to bring their own course materials to use in creating an interactive course site

Tuesday September 19 – 3:30 PM: UNIVERSITY FALL CONVOCATION
Old Main Sheslow Auditorium

We will attend the University Fall Convocation at which President Maxwell will present the State of Drake University address. The Drake Medal for Distinguished Service, the Madelyn Levitt Distinguished Community Service Award, and the Madelyn Levitt Employee Excellence Award will be presented.

Thursday, September 21, 3:00-4:00 pm – Medbury 116
Thinking Critically about Critical Thinking

Lon Larson, Director of the Drake Curriculum and First-Year Seminar Programs, and faculty who have worked on the Critical Thinking Task Force

Without question a goal of every academic course and program is development of “critical thinking.” Yet, strategies for encouraging critical thinking are unfamiliar to many faculty. Faculty who worked this past summer on a task force on critical thinking will share some of their insights and attempt to help us think critically about critical thinking.

Thursday, September 26 -- Open

Thursday, September 28 , 3:00-4:00 pm – Meredith 104

Balancing teaching, service, scholarly activity, and personal life

June Johnson, Associate Professor of Pharmacy Practice and Director of Faculty and Site Development

Multiple complex demands of a new faculty position can lead to faculty stress, burnout, and premature disengagement from academia. This session will focus on the reasons faculty struggle with imbalance between their academic and personal lives, and suggest strategies for maintaining a healthy balance that encourages faculty retention and life satisfaction.

Tuesday, October 3, 3:00-4:00 pm — Meredith 104

Students' Lives --- Student Life at Drake University

Melissa Sturm-Smith – Associate Dean of Students, and Errica Pollack, Director of Residence Life

Students' lives are not just about the classroom. Our students are involved in a range of activities across the campus that also are important to their growth and educational development. Student Life personnel will provide perspective on the activities and concerns of students outside of the classroom.

Thursday, October 5, 3:00-4:00 pm — Meredith 104

Counseling Services – Student Needs and Drake Services

Dee Wright – Director of the Drake University Counseling Center

Are you aware when students display evidence of mental health difficulties? Do you know what to do? Dee Wright present information that will help you recognize the signs and symptoms associated with students who are in crisis; assist you in developing effective intervention strategies for the student in crisis; and address how to make efficient/effective referrals to the University Counseling Center

Tuesday, October 10, 3:00-4:00 pm — Meredith 104

An Inclusive Learning Environment - Issues of Difference

Wanda Everage, Vice Provost for Student Affairs and Academic Excellence and Michelle Laughlin, Coordinator of Student Disability Services

Drake University's mission is to provide an exceptional learning environment. To do so, we must be aware of and sensitive to differences among our students. New faculty will have an opportunity to engage in conversation about ways to foster an inclusive, supportive, and academically challenging environment.

Thursday, October 12 – No Meeting First-Year Seminar Colloquium

Tuesday, October 17-- FALL BREAK

Thursday, October 19 -- Midterms

Tuesday, October 24, 3:00-4:00 pm — Meredith 104

Academic Integrity- Faculty Responsibility and Resources

Sue Wright, Associate Provost

Academic integrity and ethics apply both to the work we do as faculty and to what we expect of our students. This will be an opportunity to discuss Drake policies and expectations both for faculty and student academic integrity.

Thursday, October 26 — Open First-Year Seminar Colloquium

Tuesday, October 31, 3:30-4:30 pm — Meredith 104

The Drake Curriculum – General Education at Drake University

Lon Larson, Professor of Pharmacy Administration and Director of the Drake Curriculum

The Drake Curriculum is designed to provide students with a meaningful liberal education, providing breadth of skills necessary to successfully function in a complex and rapidly changing world. Lon Larson will discuss the goals and structure of this faculty-developed curriculum with a focus on opportunities for new faculty involvement.

Thursday, November 2, 3:30-4:30 pm — Open

Drake University Culture, Mission and Vision

Wanda Everage, Vice Provost and Sue Wright, Associate Provost

The Mission and Vision that define Drake University will be discussed with a focus on their relationship to the culture of teaching and learning at Drake.

Tuesday, November 7, 3:30-4:30 pm —Meredith 104

Drake Self-Study: Accreditation in the 21st Century

Sue Wright, Associate Provost and Self-Study Coordinator

Drake's reaccreditation review will be in February 2008. Since January 2004 Drake has been involved in a Self-Study as we use the accreditation criteria to examine how we are fulfilling our mission and prepare for the accreditation. We will discuss the self-study process and its implications for the institution and all of its constituents.

Thursday, November 9, 3:30-4:30 pm — Medbury 221

Active and Collaborative Learning

John Burney, Dean of Arts and Sciences

Teaching that relies on active and collaborative learning is known to be more effective. John Burney will guide (actively and collaboratively) a session on using such methods in the classroom. This will be a joint session with the First-Year Seminar Colloquium.

Tuesday, November 14, 3:30-4:30 pm — Meredith 104

Grants and Faculty Development Opportunities

Jayne Smith, Director of Sponsored Programs and Sue Wright, Associate Provost and Director of Institutional Research

This session will focus on the support provided by the Drake University Office of Sponsored Programs for faculty seeking external support for sponsored research and other programs. In addition, Drake University sponsors several faculty development programs and research grant programs. These programs will be presented, and application procedures and criteria for the awards will be discussed.

Thursday, November 16, 3:30-4:30 pm — Meredith 104

Closing the First Semester

A chance for casual conversation and discussion of any programming or other activities that might help during spring semester.

Tuesday, November 21, No Meeting

Thursday, November 23, THANKSGIVING

Tuesday, November 28, 3:30-4:30 pm —Meredith 104

Drake University – A Changing Institution

Provost Ron Troyer and Associate Provost Sue Wright

Drake University's history explains a great deal of the current culture and mission of the university. The discussion will offer some insights about Drake's past, and an opportunity to discuss the current culture and mission of the university.

Thursday, November 30 — No Session – First-Year Seminar Colloquium

Tuesday, December 5th, 3:30-4:30 pm —Meredith 104

Vision 2025: Drake University of the Future

President David Maxwell

Drake University's Vision 2025 offers not only a vision of the future of the University, but a general set of goals toward which we plan. President Maxwell will share the Vision and provide an opportunity for discussion and input from new faculty participants.