



New Faculty Orientation 2015

Program Summary

September 14, 2015

Prepared by:

Anne Marie Canale & Cheryl Herdklotz
Faculty Career Development Services
Office of the Associate Provost
The Wallace Center

Executive Summary

Each year Faculty Career Development Services (FCDS) in The Wallace Center (TWC) designs and delivers New Faculty Orientation (NFO) for all new, full-time faculty. This year's NFO was held August 12-14, 2015.

The overarching goals for NFO include:

- Reinforcing new faculty's decision to join RIT by providing a welcoming and helpful first experience on campus.
- Introducing faculty to critical information that will ensure successful assimilation to RIT, including the resources, people, systems and materials they need to succeed within and across colleges and disciplines.

FCDS coordinated the overall format and managed activities for the three-day program, collaborating with other campus constituents to ensure faculty received information on key resources needed to "hit the ground running," the NFO theme.

NFO 2015 was kicked off with a welcome address from Provost Jeremy Haefner where he covered 10 tips for teaching and strategies for research and service. Faculty gained firsthand insight from the Provost who delivered a message that set the tone for their new academic career at RIT.

Day 1 included sessions focused on work-life balance as well as candid advice faculty need on topics such as working with deaf and hard-of-hearing students, and understanding student behaviors. The first day also featured a resource fair, a networking lunch with Library liaisons and Sponsored Research Services, and concluded with a reception for new faculty where they were able to network with their new associates.

The second day of orientation included sessions on the Student Information System, Early Alert, Teaching and Learning Services, and myCourses technologies. Day 3 consisted of an introduction of RIT's Faculty Associates and a benefits presentation from Human Resources with an opportunity to meet with HR representatives.

Faculty were also treated to a chair massage at the end of day 1 provided by the Better Me Wellness program, given the opportunity for a professional portrait from RIT Production Services and the creation of a Scholar Trading Card as perks at NFO. The NFO 2015 schedule is available in Appendix A and feedback from the program is in Appendix B.

"Jeremy Haefner had concrete ideas about what to do to survive teaching."

"Valuable information regarding RIT culture and advice from Provost!"

"I've gone to faculty orientation at 3 other universities and this was by far the most planned, best implemented and most useful."

New Faculty By College and Rank

Total RIT new faculty hires for fall 2015 numbered 87*. Table 1 shows new hires by College and the number per college attending NFO on one or more days. Out of the total new hires represented in Table 1 (87), **68 (78%) attended NFO 2015 on at least one or more days.** Table 2 reflects the total number of fall 2015 new faculty hires by rank and those who participated in NFO on one or more days.

Table 1: New Faculty By College

COLLEGE	#	ATTENDED NFO
CAST	3	3
CHST	3	3
CIAS	12	8
CLA	9	5
COS	16	12
GCCIS	11	9
GIS	2	1
KGCOE	7	7
NTID	17	15
SCB	6	4
SOIS (CMS)	1	1
TOTAL	87	68

*This number does not include existing faculty who had a contract renewal; it does include existing RIT faculty or staff who have moved from staff or visiting positions to full-time lines.

Table 2: New Faculty by Rank

RANK	#	ATTENDED NFO
Professor	2	2
Associate Professor	5	4
Assistant Professor	33	29
Visiting Assistant Professor	10	7
Lecturer	28	21
Visiting Lecturer	9	5

NFO 2015 Program Changes

Each year changes to NFO topics, scheduling and materials are implemented in response to participant and presenter feedback, changing demographics of the new faculty population, and current literature and research related to onboarding and faculty development.

Being mindful that new hires join RIT as both tenure track and non-tenure track faculty, we continue to guide our presenters in designing their sessions to ensure they are inclusive of all faculty. Sessions added or revised this year are described below.

- **Work Together, Play Together**

Grant Cos and Babak Elahi, associate professors in the College of Liberal Arts kicked off the day with the first session on the importance of building a network, collaborating, and connecting with new colleagues. Grant and Babak shared “a few stories about staying sane in academe” and encouraged the group to balance collaborative scholarly pursuits with common personal interests, when and where it's possible.

“I thought the topics discussed were well chosen. I was very interested in just about everything people had to say. Everyone was very friendly, everything went smoothly, and I felt included. Most of all, it made me very excited to begin teaching at RIT.”

- **GEORGE *Be inquisitive. Be inspired.***[™]

This session introduced a “unique to RIT” forum designed to motivate collaborative interactions across the RIT campuses. Deb Gears, associate professor, Golisano College of Computing and Information Sciences, shared the research behind **Scholar Trading Cards** and how faculty could become part of the growing RIT network of scholars. Deb and the GEORGE team also offered opportunities for faculty to begin designing their own cards at two follow-on sessions held August 19 and 20. As part of NFO, FCDS offered to fund the cards for any new faculty who were interested. For more information on the Scholar Trading Cards, see <http://george.rit.edu>.

- **Resource Fair**

While not new to NFO, the Resource Fair was revamped to include a select group of participants. New faculty had a chance to learn more about RIT research, Institute advising, Information security, and the Better Me Wellness program to name a few.

- **Meet Your Faculty Associates**

This year the Faculty Associates welcomed the new faculty cohort on day 3 and shared information about their role addressing areas of priority for the Institute, while providing leadership and support for their colleagues. These faculty associates supply critical visible support, especially in light of the increasing demands on faculty time. Read more about the Faculty Associates at <https://www.rit.edu/provost/rit-faculty-associates-0>.

NFO Follow-On Opportunities for Faculty

FCDS offers many opportunities for the 2015 new faculty cohort to continue building their mentoring network, participate in professional development, and acclimate to the RIT culture. For example:

- A “Power Reception” in September hosted by President William Destler with a welcome presentation from Dr. Destler and Provost Haefner. This is an opportunity for new faculty to meet deans, associate deans, and their administration teams.
- “Faculty Success Series” – a variety of professional development opportunities for all faculty throughout the year; see <http://www.rit.edu/academicaffairs/facultydevelopment/faculty-success-series>.

“Overall it has been an excellent past three days. It has made me feel so welcomed and it has been my best experience at an orientation at any job I have held. Thank you very much to all involved.”

Recommendations for NFO 2016

The FCDS team will continue to manage NFO in 2016, continuing the partnerships described earlier to execute a successful orientation for RIT’s newest faculty. The structure and design of the 3-day orientation will be evaluated to ensure we are making optimum use of the time we have with our new faculty to ensure they acquire the necessary knowledge, skills, and behaviors to begin their RIT career. RIT Library services are not currently well represented, so we plan to include more about the resources and academic services available for faculty, featuring access to information and collaborative spaces for teaching.

Adjunct Faculty Orientation (AFO)

In addition to NFO, FCDS collaborated with representatives from ILL, RIT Libraries, Registrar's Office, Institute Advising, and Teach2Connect to host Adjunct Faculty Orientation (AFO) on August 17. Over 40 participants attended, including both new and existing adjuncts interested in a "refresher." AFO is designed to orient new adjunct faculty to RIT and to share the resources and services available to support their teaching. AFO will be offered again during Intersession 2016.

In addition to AFO, in 2015 FCDS implemented a new **Adjunct Community Group** where we host professional development and networking activities exclusively for RIT adjunct faculty.

This community of adjuncts comes together to network and share conversation around teaching in today's classroom, to learn about RIT resources available to them, and to provide guidance and support to assist when they have concerns or challenges.


The first two Adjunct Community Group events held in Spring 2015 included *Managing Student Behavior in Your Class* and *High Tech Cheating*. Adjunct faculty are encouraged to suggest future topics for the sessions and the FCDS team leverages the plentiful resources and services here at RIT to design presentations accordingly.

"I have been teaching at RIT for a few years but never attended any training or orientation -- this was an excellent kick-start and reminder for what is available. Thank you."

"The RIT staff is extremely helpful – very accommodating. Working for RIT is an amazing experience. I truly appreciate all that is offered."

NEW FACULTY ORIENTATION 2015

WEDNESDAY, AUGUST 12 AGENDA

Time	Session
8:15 – 8:45 am	Registration & Continental Breakfast Gosnell Entryway and Atrium – Lower Level (GOS, Bldg 8)
8:45 – 8:50 am	Opening Remarks <i>Lynn Wild, Associate Provost</i> Gosnell Auditorium, A-300
8:50 – 9:20 am	Welcome to RIT <i>Provost Jeremy Haefner</i> Gosnell Auditorium, A-300
9:30 – 10:00 am	Work Together, Play Together <i>Grant Cos and Babak Elahi, Associate Professors, College of Liberal Arts (CLA)</i> Gosnell Auditorium, A-300
10:00 – 10:20 am	Curious About George™? <i>Deborah Gears, Associate Professor, Golisano College of Computing and Information Sciences (GCCIS), and Team George (Keli DiRisio, Alex Goldberger, Ronald Vullo)</i> Gosnell Auditorium, A-300
10:20- 10:30 am	Break
10:30-11:40 am	Working with Your Deaf and Hard-of-Hearing Students Panel Discussion <i>Panelists from National Technical Institute for the Deaf (NTID): Mark Rosica (Moderator) Interim Associate Dean for Student & Academic Services; Karen Beiter, Information & Computing Studies; Ann Hager, Business Studies; Steve Nelson, Director of Operations, Access Services</i> Gosnell Auditorium, A-300
11:45 – 11:55 am 	Group Photo Gosnell Atrium Please meet in the Gosnell Atrium to have a group photo taken of our newest group of RIT faculty!
12:00– 1:00 pm	Lunch & Networking with TWC Library Liaisons, and Research Division/Sponsored Research Services University Gallery (BOO, Rm 2765) Continue building your network at this opportunity to meet your Library liaisons and Sponsored Research Services (SRS) representatives.
1:00 – 1:45 pm	Resource Fair <i>Campus Representatives</i> The Wallace Center (TWC), 1 st Floor This exposition is a wonderful opportunity to obtain information on campus units and services provided for all faculty. Meet representatives from the offices of research, advising, diversity and The Wallace Center to name a few. You won't want to miss this opportunity to expand your RIT network.
2:00 – 3:00 pm	Understanding Today's RIT Student <i>Dawn Soufleris, Associate Vice President for Student Behavior</i> Gosnell Auditorium, A-300

(cont'd)

3:00 – 3:45 pm	Your RIT Career <i>Chris Licata, Senior Associate Provost</i> Gosnell Auditorium, A-300
3:45 – 3:55 pm	Wrap-Up Day 1 & Online NFO Evaluations <i>Anne Canale & Cheryl Herdklotz, Faculty Career Development Consultants, FCDS</i> Gosnell Auditorium, A-300
4:00 – 5:00 pm	The Finish Line: Wine and Hors d'oeuvres Reception Special Treat: RIT Better Me Chair massage (3:45-5:15 pm) Gosnell Atrium

THURSDAY 8/13/15 COLLEGE BREAKFAST SCHEDULE

College	Date	Time	Location
CAST	8/13/2015	8:30-9:30am	Ross Hall/ROS, Bldg 10, Room A252, Dean's Conference Room (downstairs)
CHST	8/13/2015	8:30-9:30am	CBET, Bldg 75, Room 3157
CIAS	8/13/2015	8:30-9:30am	Gannett Hall/GAN -Neblette Conference Room 1104, Dean's Office area
COLA	8/13/2015	8:30-9:30am	Liberal Arts College, Bldg. 6, Room 6-1251, Commons Room
GCCIS	8/13/2015	8:30-9:40am	Golisano /GOL, Bldg 70, Room 1435
KGCOE	8/13/2015	8:00-9:00am 9:00-9:35am	Kate Gleason/GLE, Bldg 9, Conference Room 3119; GLE 2255- Further discussion-Expectations & Tenure
SCB	8/13/2015	8:00-9:35am	Lowenthal Hall/LOW, Bldg 12, Room 2312, Dean's Conference Room (second/mezzanine level)
NTID	8/13/2015	8:30-9:30am	Student Development Center/ SDC, Bldg 55, Room 1300
COS	8/19/2015*	8:00-11am*	Gosnell - GOS 08-1300

* Please note the different date/time for COS breakfast

NEW FACULTY ORIENTATION 2015

THURSDAY, AUGUST 13 AGENDA

Time	Session
8:00 – 9:30 am	College Breakfasts various times/locations (check listing)
9:30am to 4:00pm 	Individual Professional Photos Available (<i>no appointment necessary</i>) <i>Elizabeth Torgerson-Lamark, RIT Production Services</i> The Wallace Center, A-405 (lower level)
9:30 – 9:45 am	Day 2 Registration Gosnell Entryway
9:45 – 10:20 am	Orientation to SIS <i>Tina Sturgis, Associate Registrar; Luke Auburn, Communications Specialist</i> Gosnell Auditorium, A-300
10:20-11:00 am	Using Early Alert <i>Stephanie Bauschard, Assistant Director, Institute Advising Office</i> Gosnell Auditorium, A-300
11:00-11:15 am	BREAK
11:15 – 12:00 pm	Orientation to Teaching and Learning Services (TLS) <i>Neil Hair, Executive Director; Colin Mathers, TLS Staff</i> Gosnell Auditorium, A-300
12:00 – 1:00 pm	Networking Lunch The Wallace Center, 1 st Floor
	CONCURRENT SESSIONS (2)
1:00 -1:50 PM	Getting Ready to Teach (1 –repeat session at 2 pm) <i>Instructional Design & Research Consultant (IDRC) Team</i> TWC A-650 (lower level)
	myCourses Orientation (1 –repeat session at 2 pm) <i>Marybeth Koon, Instructional Technologist</i> Gosnell Auditorium, A-300
1:50-2:00 pm	BREAK
	CONCURRENT SESSIONS (3)
2:00 – 2:50 pm	Getting Ready to Teach (2-repeat of above) <i>IDRC Team</i> TWC A-650
	myCourses Orientation (2-repeat of above) <i>Marybeth Koon, Instructional Technologist</i> Gosnell Auditorium, A-300
	myCourses Overview for Experienced Users (optional) <i>Joe Zelazny, Manager, Instructional Technology-Media Services</i> TWC ViaLab – 2 nd Floor

(cont'd)

3:00 – 4:00 pm	Optional Concurrent Sessions:
	More on Teaching and Learning <i>IDRC Team</i> TWC A-650
	More on myCourses <i>Joe Zelazny, Marybeth Koon</i> Gosnell Auditorium, A-300

Time	Session
8:30 – 8:45 am	Day 3 Registration & Beverages/Pastries <i>Gosnell Entryway and Atrium (lower level)</i>
8:45 – 9:00 am	Meet Your Faculty Associates <i>Marcos Esterman, Faculty Associate for AALANA faculty</i> <i>Betsy Dell, Faculty Associate for Women faculty</i> <i>Elena Sommers, Faculty Associate for Non-Tenure Track faculty</i> <i>Margaret Bailey, Sr. Faculty Associate for ADVANCE</i> Gosnell Auditorium, A-300
9:00 – 11:00 am	Human Resources – RIT Employee Benefits <i>Judy DeCoursey, Senior Benefits Specialist</i> Gosnell Auditorium, A-300
11:10 am– 12:00pm	Optional Personal Meetings with HR Representatives <i>Judy DeCoursey and others</i> Gosnell Auditorium, A-300 and Gosnell Atrium
12:00 - 2:00 pm 	Individual Professional Photos Available TWC A-405 (lower level)

APPENDIX B: NEW FACULTY ORIENTATION PARTICIPANT FEEDBACK, AUGUST 2015

The following excerpts were collected from the post-NFO online surveys:

- **Good variety** - I especially appreciate specific info about the deaf/hard of hearing culture at RIT, as well as the info session in the library.
- **Live music!**
- I thought the topics discussed were well chosen. I was very interested in just about everything people had to say. Everyone was very friendly, everything went smoothly, and I felt included. **Most of all, it made me very excited to begin teaching at RIT.**
- The content seemed appropriate for the first day.
- Meeting new people, friendliness, fabulous lunch, resource fair, panel discussion on working with Deaf and hard-of-hearing students was great, **the presentation on our RIT career was motivational and inspiring;** loved the fortune cookie and poem handout, the wine and hors d'oeuvres reception, and the chair massage treat! Oh, and the group photo was nice as well :-)
- All the information by each presenter was very valuable. I really enjoyed it.
- Information on deaf and hard-of-hearing students. Understanding today's RIT student and Your RIT career talks. Good speakers.
- I enjoyed the talks, and I found the resource fair very useful.
- As a person who has never worked with deaf/hard of hearing students, I found that session especially informative. **I also appreciated very much the spirit of collaboration and the emphasis on maintaining a work-life balance.**
- Curious about George. Nice info to know about it. **I joined it after receiving a better understanding that it benefits Lecturers, too.**
- Being seated by college at lunch was helpful for identifying other new faculty in my department.
- **I really like that I felt like I was really becoming a part of the school and that everyone has been very welcoming.**
- Nice feelings, intro to RIT **and honest information about working and teaching at RIT.** People seemed to care that we were well positioned to do a great job. It makes sense--a lot of time was spent recruiting and hiring so why not finish correctly by making sure we're ready to do the job in the context of RIT. The information about working with deaf and hard of hearing students was invaluable.
- I really liked the idea of giving us fortune cookies with the person's contact info in them. **A great way to broaden our network.**
- Benefits presentation was thorough; immensely helpful.