

Workshops Offered by the Office of Faculty Affairs

Part-Time Faculty Workshops

The Office of Faculty Affairs offers a workshop to each College, which covers topics such as hiring, evaluating, and determining entitlements of part-time faculty members, as well as additional employment or “the 125% Rule.” We send memos and worksheets and discuss the rules in large campus-wide workshops, but have found it to be particularly helpful for Colleges and Departments to be able to discuss current and on-going issues in a smaller setting with real hands-on examples. These workshops can be scheduled at any time, so if you are interested in scheduling a workshop for your College, or Department, please contact Rian Medlin or Albert Alcazar in the Office of Faculty Affairs at extension 2962 to set up a date.

Dean’s Assistants Workshop

The Office of Faculty Affairs is offers workshops to Dean’s Assistants to provide an opportunity to brush-up on administrative procedures and processes related to the Retention, Tenure, and Promotion review cycle, Sabbatical and Difference-in-Pay Leaves, Hiring Full-time/Tenure-Track Faculty, as well as the role of the Dean’s Office in the management of the 2009-10 Furlough Program. The workshop was offered on Thursday, September 24, 2009 from 10:00 – noon. Additional workshops are provided on request.

Full-time Faculty Hiring Workshops

The Faculty Hiring Workshops are jointly presented by the Office of Faculty Affairs, the Office of Equity and Diversity, and the Educational Equity Committee of the Faculty Senate. Policies and procedures related to hiring full-time faculty as well as best practices for successful recruitment are discussed. The 2009 Faculty Hiring Workshop was held on September 14th and 15th but special, department-based workshops may be arranged. For more information, please contact Albert Alcazar in the Office of Faculty Affairs at extension 2962.

RTP Road Shows

The RTP Road Show provides an opportunity for those who will be evaluating tenure track faculty through the RTP process to meet with the Provost, the Associate Vice President for Faculty Affairs, and the Chair of PP&R to:

- discuss the review process;
- clarify the expectations of the evaluators;
- PIF and PAF files; and
- any other issues or questions the reviewing agencies may have.

Invitees include Deans, Department Chairs, College Personnel Committees and Department Committees. PP&R representatives from the colleges are also invited.

DATES, TIMES, LOCATIONS:

TUESDAY, SEPTEMBER 29

COLLEGE OF BUSINESS AND ECONOMICS

2:00 pm – 2:45 pm

Juniper Hall, Room 3107

WEDNESDAY, SEPTEMBER 30

COLLEGE OF HEALTH AND HUMAN SERVICES

11:00 am – 11:45 am

Sequoia Hall, Room 212 [Dean's conference room]

THURSDAY, OCTOBER 1

COLLEGE OF ENGINEERING AND COMPUTER SCIENCE

9:00 am – 9:45 am

Jacaranda Hall, Room 4440

MONDAY, OCTOBER 5

MICHAEL D. EISNER COLLEGE OF EDUCATION

9:00 – 9:45 am

Education Building, Room 1214

MIKE CURB COLLEGE OF ARTS, MEDIA, AND COMMUNICATION

11:00 – 11:45 pm

Cypress Hall, Room 101

COLLEGE OF HUMANITIES

1:00 – 1:45 pm

Sierra Hall 451, Whitsett Room

TUESDAY, OCTOBER 6

UNIVERSITY LIBRARY (and Counseling)

2:00 – 2:45 pm

Oviatt Library, Administration Conference Room, Room 373

WEDNESDAY, OCTOBER 7

COLLEGE OF SOCIAL AND BEHAVIORAL SCIENCES

11:00 – 11:45 am

Sierra Hall 451, Whitsett Room

WEDNESDAY, OCTOBER 14

COLLEGE OF SCIENCE AND MATHEMATICS

11:00 – 11:45 am

Eucalyptus Hall, Room 2131 (dean's conference room)