



MEMO TO: All Faculty and Staff  
FROM: Mark W. Padilla, Provost  
SUBJECT: Getting Started (2009-2010)  
DATE: July 23, 2009

I am sincerely pleased to begin the academic year with you. I look forward to participating in the events of Getting Started Week, where important information will be shared and the campus can foster its community spirit. As you know, individuals across the campus work diligently to organize the GSW program. I thus thank you for your attention to the details in this memo and other GSW documents.

### **Monday, August 17: University Vision**

At 9 a.m. in the Ferguson Center Concert Hall, President Tribble will welcome the University community, report to us on the state of the University, and share with us a preview of what promises to be another important year of both challenge and opportunity. The traditional faculty/staff picnic will begin at 11:30 a.m. in the David Student Union courtyard, weather permitting. College of Arts and Humanities faculty, College of Natural and Behavioral Sciences faculty, College of Social Sciences faculty and academic departments all will meet on Monday afternoon, and the Office of Student Affairs will sponsor a dessert reception following department meetings. Please consult the Schedule of Events for specific times and places.

### **Tuesday, August 18: Academic Organization and Orientation/ Faculty Conference on Teaching, Learning, Scholarship, and Research**

Academic and faculty affairs committees will meet Tuesday morning to organize and initiate their work for the year and, if they have not already done so, elect chairs or vice chairs. The schedule of the times, places, and conveners/chairs is included along with other important GSW documents on the Provost's office website. Each member of the faculty should review the committee schedule, identify each committee on which she or he holds membership, and be sure to attend the organizational meetings. Please check carefully to see if you are designated as chair or convener. *If you are so identified and if no chair and/or vice chair is indicated, please conduct an election for the office(s); and, before the end of the day on August 18, call Judy Gentry at 4-7050 and report to her the results of these elections.*

New faculty orientation begins at 8:15 a.m. Tuesday in the David Student Union Washington Room; benefits workshops for new faculty will follow at 10 a.m. in the Madison Room. New faculty will attend a luncheon with President Tribble at 12:15 p.m. in the David Student Union Board Room. (Please note: Mandatory CNU Live, FERPA, and Banner training sessions for new faculty will take place on Thursday, Aug. 20, 3-4:30 p.m. These sessions are usually part of Tuesday's orientation but have been moved in order to provide more time for benefits briefings.)

The annual University Faculty Conference on Teaching, Learning, Scholarship, and Research will take place in concurrent sessions beginning at 2:30 p.m. Members of the instructional faculty are encouraged to give a high order of priority to honoring the efforts of our presenting colleagues by attending and participating in some or all of the sessions of the TLSR conference.

### **Wednesday, August 19: Teaching Preparation Day**

The Provost's office has worked diligently to continue to streamline the week's activities for new and returning faculty, as recommended by the Faculty Senate. We hope that the day set aside for teaching preparation is helpful and that it will contribute to a strong beginning when classes start Aug. 24.

### **Thursday, August 20: Serve and Learn**

President's Leadership Program students along with faculty and staff volunteers will participate in hands-on service projects throughout the community from 7:30 a.m. to 1:00 p.m. First year students will also participate in Common Reading Discussion Groups beginning at 2:30 p.m. All new faculty are scheduled to attend a CNU Live and FERPA training with the University Registrar at 3:00 p.m.

### **Friday, August 21: The Community of Scholars' Honor Convocation**

Each member of the instructional faculty is asked to be especially mindful of the academic convocation scheduled for Friday, August 21, 2009 at 10:00 a.m. in the Ferguson Center Concert Hall. All members of the instructional faculty are required to be in attendance at this event and to participate in appropriate academic regalia. Faculty robing for the Honor Convocation will begin at 9:00 a.m. in the Ferguson Center Studio Theater. Lunch will follow the event at 11:45 a.m. on the York River Lawn.

### **Additional Information**

The evaluation calendar (form EVAL-1) for the 09-10 academic year is available on the Provost's office website. Given that the events of the formal evaluation process begin early in the fall semester, all returning members of the instructional faculty will want to take special note of appropriate deadlines. Please note that the Annual Review processes will take place according to the usual schedule, and so, in particular, each returning member of the instructional faculty will need to prepare a form EVAL-6 which covers professional activities for 08-09.

I look forward to being with each of you during the week of August 17 and to sharing with you the many challenges and opportunities of the new academic year.