Onboarding New Instructors

(in an ideal world)

Just flap. Good luck.
Presenters

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Things We’ll Talk About

Hiring

Campus Tour

Introduction to Co-Workers

Tools of the trade

Adjunct Orientation

Your Input

Scissor Tailed Flycatcher
Hiring

Around 15 new adjuncts per regular semester

Several “last minute”

Fingerprinting, online application, notarized documents

First impressions

Need email, employee ID
Campus Tour

Needed places

Classrooms, labs, administration, adjunct office, media, HR, high school

Fun places

library, gym, music and theater venues, birding sites
Introduction to Co-workers

Department office staff

Lead faculty

Lab coordinators

Adjunct office staff

The boss (Executive Dean)

Green Heron
Tools of the Trade

Course website / Learning Management System

Homework software

Access to classroom and computer

Document camera, projector

Classroom technology

Professional Development Transcript System
Adjunct Orientation

Why?

- Saves time to address a group
- New instructors make friends
- Instructors have their own questions
  - Collect transcripts and paperwork
  - Provide course materials and textbooks
- Campus Tour
Your Input

Red-Bellied Woodpecker chick

Adventure awaits