NMHU Faculty Orientation & Pre-Semester Professional Development Week

Monday August 11, 2014 – Friday August 15, 2014
NMHU Faculty Orientation and Pre-Semester Professional Development Week

Monday August 11, 2014 – Friday August 15, 2014
Las Vegas, NM

PROVOST/VPAA
Dr. Teresita Aguilar

COMMITTEE CHAIR:
Emily Williams, School of Education

COMMITTEE MEMBERS:
Geri Baca, School of Education
Gloria Gadsden, Social and Behavioral Sciences
Ricardo Jimenez, Follett Bookstore Manager
George Lyon, History, Political Science & Languages
Kent Tucker, School of Business
Eric Urioste, Educational Outreach Services

ACKNOWLEDGEMENTS:
President's Office
VPAA/Provost's Office
The Faculty Association
The Foundation
Follett Bookstore
Margaret Gonzales
School of Education Dean’s Office
Department of Teacher Education
MONDAY ~ August 11

NMHU Faculty Orientation & Pre-Semester Professional Development Week

MONDAY 7:30AM – 9:00AM

Welcome Breakfast – Ballroom (SUB)
- DESCRIPTION: Join the NMHU campus community in the Welcome Back breakfast. Meet returning and new colleagues. Meet the campus leadership from administrative, faculty, staff and student leadership teams. Hear about the President’s goals and initiatives for the new academic year. See who the winners are for the “Give Me 5 Campaign.”
- INTRODUCTION AND WELCOME: Dr. Emily Williams
- SPEAKER: President Fries
- Attendance: All Faculty Expected

MONDAY 9:00AM – 10:00AM

Plenary Session - Academic Affairs Address: “Focus on Student Success” – Ballroom (SUB)
- DESCRIPTION: Provost and VPAA Aguilar will share her goals and vision for Academic Affairs with a focus and commitment to enhanced Student Success. She will also introduce new initiatives and strategies to support faculty and academic staff, and collaborative initiatives with Student Affairs. Many of these ideas emerged from the summer academic affairs retreat, discussions with deans and department chairs, conversations with individual faculty members, and meetings with staff in student support services and academic enrichment.
- SPEAKER: Provost/VPAA Aguilar
- Attendance: All Faculty, Support Staff and Student Support Staff Expected

MONDAY 10:00AM – 11:00AM

Plenary Session - Regent Leveo Sanchez: “The Legacy and Vision of NMHU” – Ballroom (SUB)
- DESCRIPTION: NMHU Board of Regents’ chair, Mr. Leveo Sanchez has a long history with the University. He became a familiar face on campus as a very young man in the shadows of his mother, Victoria D. de Sanchez. He also gained international experiences that shaped his worldview. Learn more about his early association with Highlands, his national leadership and influence, his ongoing commitment to the institution, and his vision for Highlands. Video: “The Legacy of Leveo Sanchez”
- INTRODUCTION: President Fries
- SPEAKER: Leveo Sanchez
- Attendance: All Faculty Expected; Open to Campus Community
**MONDAY 11:00AM – 12:00PM**

Concurrent Meetings

A. **New Faculty Orientation** – Room 321 SUB  
   DESCRIPTION: New FT faculty will be given a general orientation to key campus resources, policies and academic support personnel. Staff from the Registrar's Office, Human Resources, Business Office, Library, and academic leadership will offer brief overviews of support services in their areas and suggestions for getting established as quickly as possible.  
   Attendance: New Full-Time Faculty

B. **Adjunct Faculty Resources** – Room 322 SUB  
   DESCRIPTION: Part time and per course faculty who teach on the main campus or any of the NMHU Centers will be given an orientation to academic and personnel resources that will enhance their NMHU experiences.  
   Attendance: Select Group

C. **Graduate Assistant Resources** – Theater (Room 140, SUB)  
   DESCRIPTION: New and returning graduate assistants will be given a broad overview of resources and general expectations for the various types of assistantships available on campus.  
   Attendance: Select Group

D. **Academic Support Staff Resources** – Room 211 SUB  
   DESCRIPTION: All support staff in academic offices will be given a general orientation (if new) and updates on ways to support the faculty and academic leadership as we all strive to better serve our students and contribute to their success.  
   Attendance: Select Group

**MONDAY 12:00PM – 1:00PM**

**Special Luncheon – New Faculty & Department Chairs Only** – Room 211 SUB  
New full-time faculty and their respective department chairs will join the Provost/VPAA for lunch. Opportunity to meet other new faculty and to share ways to adapt to the local and campus communities.  
Attendance: New Full-Time faculty & Department Chairs
MONDAY 1:30PM – 3:00PM

Concurrent Sessions

A. **EOS Training** – Adjunct & Center Faculty Only – Purple Pub (SUB)
   DESCRIPTION: Learning Management Systems have become widely popular in universities across the globe. In this session we will focus on NMHU’s Learning Management System and how it can be utilized across multiple teaching platforms. The session will include helpful tips to save faculty members’ time as well as a tutorial of the steps taken to setup a D2L course.
   FACILITATOR: Eric Urioste
   Attendance: Adjunct and Center Faculty Only

B. “**Curriculum Development & Student Learning Outcomes**” – Theater (Room 140, SUB)
   DESCRIPTION: This presentation will focus on how to align course-level outcomes, program-level outcomes, and curriculum content with the university’s outcomes assessment system through the use of curriculum matrices. The presenters will discuss how to use assessments of short term learning outcomes (SLOs) to provide information for outcomes assessment.
   SPEAKERS: Jean Hill and Chris Nelson
   Attendance: Open

MONDAY 3:00PM – 4:00PM

**Department Meetings** (Locations TBA at Community Breakfast)
DESCRIPTION: All full-time, part-time, and adjunct faculty should plan on attending their respective department meeting. This will be an opportunity to meet each other and to get updates from the chairs on various program goals, initiatives and direction.
Attendance: All Faculty Encouraged to Attend

MONDAY 4:00PM – 5:00PM

**Plenary Session: “Student Voices” Panel** – Theater (Room 140, SUB)
DESCRIPTION: Four students will share their reasons for choosing Highlands University and what their aspirations are. The panel includes a student in an online program, a student based at one of our Centers, a traditional undergraduate student and a traditional graduate student. Learn more about their experiences, decisions, expectations, and suggestions to faculty and staff.
PANELISTS: Alysha Medina, NMHU Rio Rancho
Shanna Downey, Online student
Destiny Pacheco, Traditional Undergraduate
Jose Griego, Traditional Graduate student
MODERATOR: Joseph Dominguez, President, Student Senate
Attendance: All Faculty Expected

MONDAY 5:00PM – 6:30PM

**Phi Kappa Phi Social** – The Rock Taproom & Grill (Golf Course Restaurant)
Attendance: Select Group
TUESDAY ~ August 12

NMHU Faculty Orientation & Pre-Semester Professional Development Week

TUESDAY 8:00AM – 9:00AM

Coffee & Conversation – 2nd Floor Atrium (SUB)
Drop in for informal conversation and light breakfast with your colleagues. Also take advantage of the resource displays and exhibits.
- Poster Session – “Faculty Discovery Tool”
  - FACILITATOR: Ricardo Jimenez, Bookstore Manager
- Book Exhibits (Cengage, McGraw-Hill and Pearson)

Attendance: Open

TUESDAY 9:00AM – 10:00AM

Concurrent Sessions

A. “Interdisciplinary Program and College/School Restructuring Ideas” - Ballroom 1 (SUB)
DESCRIPTION: An invitation to consider ways in which interdisciplinary programs, collaboratives, and projects might emerge that could build upon faculty expertise, student interests and needs for the future. Also, reviewing current college/school structures and organization in light of what might better serve faculty and student needs and interests. Sharing of examples and ideas that have emerged from within the campus community. A roundtable session.
FACILITATORS: Provost/VPAA and Deans

Attendance: Open

B. “The Writing Center Roundtable” – Ballroom 2 (SUB)
DESCRIPTION: With our primary goal being to help students become better readers, writers, and thinkers, the Writing Center provides New Mexico Highlands University students with the opportunity to supplement their writing development in the first-year and beyond. In an effort to better serve students and faculty, we hope that this roundtable offers faculty and administrators the opportunity to share their perspectives on how the Writing Center can support student writers across disciplines. Specifically, this roundtable can help us at the Writing Center understand the reading and writing tasks assigned to NMHU students, the positive and negative characteristics of their writing, as well as faculty expectations for student writing and how these expectations are communicated. Beyond offering the opportunity for sharing information and opinions, this conversation can initiate cross-discipline partnerships centered on improving student writing at NMHU.
FACILITATOR: Juan Gallegos

Attendance: Open
TUESDAY 10:00AM – 12:00PM

Plenary Faculty Workshop #1 – “Advising to Degree Completion” - G35 (LIGB)
DESCRIPTION: Learn about our current practices that support or possibly impede timely degree completion. Data on our degree completion trends at both the graduate and undergraduate levels will be presented. Learn about implications of/for financial aid, grading practices, and course scheduling. Strategies for improving advising and increasing collaborative efforts between/among Academic Affairs, Student Affairs and Athletics to be proposed and solicited.
PRESENTERS: Teresita Aguilar, Provost/VPAA; Michael Raine, Registrar; Eileen Sedillo, Director of Financial Aid; Jean Hill, Institutional Research; Benito Pacheco, Academic Support; Invited Faculty Advisors.

Attendance: All Faculty Expected

TUESDAY 12:00PM – 1:00PM

Special Luncheon – Provost, Deans, Chairs and Center Directors – Room 211 SUB
Attendance: Select Groups

TUESDAY 1:30PM – 3:00PM

Plenary Faculty Workshop #2 – “Creative and Engaging Teaching Strategies” Panel – G35 (LIBG)
- “Geographical Information Systems (GIS)”
  PANELIST: Joe Zebrowski
- “Effective Application of Course Content Through Role-Playing”
  PANELIST: Elaine Rodriguez
- “I-Clickers”
  PANELIST: Carol Linder
- “Civic Engagement”
  PANELIST: George Lyon
MODERATOR: George Lyon

Attendance: All Faculty Expected

TUESDAY 3:00PM – 4:00PM

General Faculty Meeting – G35 (LIBG)
DESCRIPTION: All full-time, part-time and adjunct faculty are invited to attend this general faculty meeting, hosted by the Faculty Senate Executive Committee. Learn more about the Senate as a representative organization of all faculty at NMHU.
Attendance: All Faculty Encouraged to Attend

TUESDAY 4:00PM – 5:00PM

Faculty Association Meeting (Collective Bargaining) – G35 (LIBG)
Attendance: Tenured/Tenure-Track Faculty Only

TUESDAY 5:00PM – 6:30PM

Faculty Social – The Rock Taproom & Grill (Golf Course Restaurant)
Co-hosted by the Provost and the Faculty Association, join us for appetizers and beverages at the NMHU Golf Course and new restaurant. Try your skills in a putting contest…with prizes.
Attendance: All Faculty Encouraged to Attend
WEDNESDAY ~ August 13

NMHU Faculty Orientation & Pre-Semester Professional Development Week

WEDNESDAY 8:00AM – 9:00AM

Coffee & Conversation – 2nd Floor Atrium (SUB)
Drop in for informal conversation and light breakfast with your colleagues. Also take advantage of the resource displays and exhibits.

- Poster Session – “Faculty Discovery Tool”
  - FACILITATOR: Ricardo Jimenez, Bookstore Manager
- Book Exhibits (Cengage, McGraw-Hill and Pearson)

Attendance: Open

WEDNESDAY 9:00AM – 10:00AM

Plenary Session

- “NMHU as an HSI & NASNTI” – G35 (LIBG)
  DESCRIPTION: What does it mean for NMHU to be an Hispanic-Serving Institution (HSI) and an aspiring Native American Serving Non-Tribal Institution (NASNTI)? Beyond student demographics and federal funding eligibility, what role can/should NMHU play as a state, regional, or national model for having a significant impact on the educational attainment of Hispanic and Native American students? Hear from our panelists and consider ways in which your academic areas might benefit from or contribute to these institutional designations for NMHU. Consider our current resources and expertise which we are potentially underutilizing that would actually help us increase student success and cultural competence (for students, faculty and staff).
  PANELISTS: Fidel Trujillo, Dean of Students; Rebecca Avitia, Director of the National Hispanic Cultural Center (ABQ); Robert Romero, NNHU Native American services; Julius Harrington, Diversity Initiatives for Professional Development
  MODERATOR: Provost/VPAA Aguilar

Attendance: All Faculty Expected

WEDNESDAY 10:00AM – 12:00PM

School/College Meetings

- College of Arts and Sciences – Dean Bentson – G35 (LIBG)
- School of Business, Media Art and Technology – Dean Young – Room 130A SH
- School of Education – Dean Laumbach – Room 202 TEC
- School of Social Work – Dean Israel – Room 316 SUB
- Donnelly Library – Director Aragon – Library

Attendance: Select Groups
**WEDNESDAY 12:00PM – 1:00PM**

Special Luncheon – Graduate Dean & Graduate Coordinators – Room 211 SUB

*Attendance: Select Groups*

**WEDNESDAY 1:30PM – 3:00PM**

**Concurrent Sessions**

A. **“Research Resources and Support (\& IRB)”** – Room 322 SUB
   DESCRIPTION: The first part of this session will provide an overview on the preparation, review and submission of federal, state and private proposals. The second part of the session will focus on the Institutional Review Board. Individuals new to proposal writing and/or those seeking an update on the university's proposal writing guidelines and policies are encouraged to attend.
   FACILITATORS: Cecilia Navarrete, Linda LaGrange, Angela Vigil Juarez & James Burns

   *Attendance: Open*

B. **“Cultural Awareness”** – Room 321 SUB
   DESCRIPTION: The workshop/discussion will identify a variety of cultural diversity concerns including NMHU demographics, cultural identity, non-ethnic categories, communication styles and instructional strategies. Besides an introductory presentation, the session will invite discussion of participating faculty.
   SPEAKER: Eric Romero

   *Attendance: Open*

**WEDNESDAY 3:00PM – 4:00PM**

**Concurrent Meetings – Repeated Sessions [A-D]**

A. New Faculty Orientation – Room 321 SUB
   DESCRIPTION: New full-time faculty will be given a general orientation to key campus resources, policies and academic support personnel. Staff from the Registrar’s Office, Human Resources, Business Office, Library, and academic leadership will offer brief overviews of support services in their areas and suggestions for getting established as quickly as possible.

   *Attendance: New Full-Time Faculty*

B. Adjunct Faculty Resources – Room 322 SUB
   DESCRIPTION: Part time and per course faculty who teach on the main campus or any of the NMHU Centers will be given an orientation to academic and personnel resources that will enhance their NMHU experiences.

   *Attendance: Select Group*

C. Graduate Assistant Resources – Theater (Room 140, SUB)
   DESCRIPTION: New and returning graduate assistants will be given a broad overview of resources and general expectations for the various types of assistantships available on campus.

   *Attendance: Select Group*
Concurrent Meetings (Continued) – Repeated Sessions (A – D)

D. Academic Support Staff Resources – Room 211 SUB
   DESCRIPTION: All support staff in academic offices will be given a general orientation (if new) and updates on ways to support the faculty and academic leadership as we all strive to better serve our students and contribute to their success.
   Attendance: Select Group

E. [New Session] Tenured Faculty – “Mentor Pool” – Governance Room (Room 320, SUB)
   DESCRIPTION: This session is for tenured faculty who would consider serving as a mentor to new faculty. All new tenure track faculty must be assigned a mentor beginning in their first year at NMHU. What role and expectations are there for the mentor? Who should serve as mentors? Consider a model of having tenured faculty from outside one’s program or department to serve as a guide, advocate, or support base.
   FACILITATORS: Provost/VPAA Aguilar & Members of Promotion and Tenure Council
   Attendance: Tenured Faculty Only

Concurrent Sessions

A. “Center for Teaching Excellence” – Room 322 SUB
   DESCRIPTION: Join us for a discussion of proposed Center for Teaching Excellence, including updates from Provost and VPAA Aguilar and members of the Committee for the Center for Teaching Excellence.
   FACILITATORS: Provost/VPAA Aguilar & Brandon Kempner
   Attendance: Open

B. “Campus Sexual Assault” – G35 (LIBG)
   DESCRIPTION: Federal legislation, including the Campus SaVe Act most recently, has highlighted the seriousness of sexual violence on college campuses across the United States. This session will highlight NMHU’s obligations and responsibilities in complying with the federal mandates. More specifically, faculty will be provided with the information necessary to fulfill their obligations as required by federal and institutional policies. Presented by NMHU Center for Advocacy Resources Education & Support.
   IMPORTANT NOTE: All faculty and staff are required by the State to attend a session regarding this topic during academic year 2014-2015. This will be the first session offered. Others will be available during the year, but faculty members are encouraged to make an effort to attend this session.
   SPEAKER: Kimberly Blea
   Attendance: Strongly Recommended
THURSDAY ~ August 14

NMHU Faculty Orientation & Pre-Semester Professional Development Week

THURSDAY 8:00AM – 9:00AM
Coffee & Conversation – Atrium (1ST Floor, Lora Shields [LS]) Attendance: Open

THURSDAY 9:00AM – 10:00AM
Concurrent Sessions

A. “Copyright Infringement” – Room 333 LS
   DESCRIPTION: Copyright Infringement – The Graduate Student Handbook prohibits the use of copyrighted materials in theses without the owners’ signed permission. However, many recent NMHU theses have images and/or tables which are copyrighted, but the student has not obtained the copyright owner’s permission to use a copy in the thesis. Copyright infringement is not a simple concept and is open to some interpretation. The discussion will focus on interpretations of copyright infringement, fair-use of copyrighted materials, and the possible need to modify the Graduate Student Handbook to better incorporate interpretations.
   SPEAKER: Ken Bentson
   Attendance: Open

B. “18 Years at Highlands: Teaching Tips” – Room 335 LS
   SPEAKER: Kent Tucker
   Attendance: Open

C. “Helping Students in Distress” – Room 337 LS
   DESCRIPTION: College life…of course includes academics, but there are a whole lot of other things that students face on a daily basis that can impact their school work. This presentation will provide the basics on how to assist students who experience difficulties in their personal lives. Faculty will be shown how to reach out to students in need while being supportive through real life examples. Campus policies and resources will be reviewed. Participants will come away with the basic skills on helping students in distress with the ultimate goal of successful students; academically and personally. Presented by NMHU Center for Advocacy Resources Education & Support.
   SPEAKER: Kimberly Blea
   Attendance: Open
THURSDAY 10:00AM – 12:00PM

Concurrent Sessions

A. “Athletics at NMHU: Not The Same Old Game” – Room 333 LS
DESCRIPTION: What do faculty members need to know about the department, practices, game schedules, student advising and eligibility requirements? Please join us for this informational session and open discussion.
FACILITATORS: Carol Linder, Jeff Falkner and Jim Deisler
Attendance: Open

B. EOS Training: “How Original Is Your Students’ Work?” – Room 141 Donnelly
DESCRIPTION: With the Internet being the most sought after medium for research, we sometimes question the originality of our students work. In this session we will discuss “TurnItIn,” an Internet-based plagiarism-prevention service, and how it is incorporated within the Desire2Learn Learning Management System. The “TurnItIn” service checks documents for unoriginal content then displays results that can be used to identify similarities to existing sources. It can also be used in formative assessment to help students learn how to avoid plagiarism and improve their writing.
FACILITATOR: Eric Urioste
Attendance: Open

C. “To Accredit or Not to Accredit, That Is the Question” – Room 335 LS
DESCRIPTION: This session will examine the process of external accreditation across different disciplines. It will also explore the pros and cons of accreditation. Should you seek outside accreditation for your program? Attend and find out!
PANELISTS: David Hacker (Forestry), Julius Harrington (School of Social Work), Susan Williams (School of Nursing) and George Leone (School of Education)
MODERATOR: Gloria Gadsden
Attendance: Open

D. “Course Development” – Room 337 LS
DESCRIPTION: A discussion about developing rigorous, effective, and innovative courses.
SPEAKER: David Sammeth
Attendance: Open

THURSDAY 12:00PM – 1:00PM

Special Luncheon – Provost & Senate Executive Committee – El Fidel Restaurant
Attendance: Select Group
THURSDAY 1:00PM – 4:00PM

- Departmental Advising

- **Mock Classes for New Student Orientation** – Rooms 333, 335 & 337 (LS)
  
  DESCRIPTION: Faculty volunteers will offer a very brief (15 to 20 minute) session in a lab or classroom for parents/family members of our new freshmen students so they can experience being in a university classroom and meeting one of our full-time faculty members. Faculty may elect to demonstrate a classroom exercise, present a typical course syllabus—complete with assignments and grading information, meet in a lab, or provide a “mini-lecture” on an engaging topic. Many of our students are the first in their families to attend college. This will give their family members and support base a mere snapshot of what their new college student will be experiencing. Family members will register on-site on Thursday morning through Academic Support Services, and faculty will be prepared for their presentations in assigned classrooms or labs. Faculty may volunteer for single or multiple sessions from 1 to 4 p.m. and confirm at the end of day Monday, August 11 (following scheduled Department Meetings).

  CONTACT PERSONS: Provost/VPAA Aguilar

  Attendance: Faculty Volunteers

THURSDAY 4:00PM – 5:00PM

Concurrent Sessions

A. **“Tenure and Promotion Dossiers”** – Room 333 LS

  DESCRIPTION: Open to any tenure-track faculty member seeking guidance, suggestions and recommendations for preparing dossiers for tenure and promotion. A review of the areas of performance required. Samples of ways to organize or present materials. Recommended for faculty within three years of review.

  FACILITATORS: Provost/VPAA Aguilar & Members of Tenure and Promotion Council

  Attendance: Tenure/Tenure-Track Faculty

B. **“Library Resources”** – Room 337 LS

  DESCRIPTION: The Library Resources session will provide faculty with information about library services and collections. This presentation will cover new library resources, the new website, and upcoming changes to the library’s catalog.

  SPEAKER: Library Staff

  Attendance: Open
**FRIDAY - August 15**

**NMHU Faculty Orientation and Pre-Semester Professional Development**

**FRIDAY 9:00AM – 11:30AM**

**Freshman Convocation: “Celebrating the Class of 2018” – Ilfeld Auditorium**

DESCRIPTION: Join the campus and local community in welcoming the new Freshman class as the graduating class of 2018. The platform party will include campus leadership: Executive team, deans, center directors, presidents of the Faculty, Staff and Student Senates and the Emeriti Association, and the Athletic Director. Other members of the platform party include local community leaders and political representatives. Faculty encouraged to wear regalia, but should plan on joining the faculty even without regalia.

*Attendance: All Faculty Expected*  
*(Regalia Recommended)*

**FRIDAY 11:30AM – 1:00PM**

**Il Feld Street Party and Barbeque – Directly Outside of Ilfeld Auditorium**

DESCRIPTION: Immediately following the Fall Convocation, we will move to the streets for an outdoor celebration complete with music, barbeque and socializing.

HOSTS: President Fries & Provost/VPAA Aguilar

*Attendance: Open To All*

**FRIDAY 1:30PM – 4:00PM**

**Departmental Advising**
2014 Program

NMHU Faculty Orientation and Pre-Semester Professional Development

PARTICIPANTS (Alphabetical)

Teresita Aguilar
Rebecca Avitia
Ken Bentson
Kimberly Blea
James Burns
Jim Deisler
Joseph Dominguez
Shanna Downey
Jeff Falkner
James Fries
Juan Gallegos
Jose Griego
David Hacker
Julius Harrington

Jean Hill
Ricardo Jimenez
Angela Vigil Juarez
Brandon Kempner
Linda LaGrange
George Leone
Carol Linder
George Lyon
Alysha Medina
Cecilia Navarrete
Chris Nelson
Benito Pacheco
Destiny Pacheco
Michael Raine

Elaine Rodriguez
Eric Romero
Robert Romero
Leveo Sanchez
David Sammeth
Eileen Sedillo
Fidel Trujillo
Kent Tucker
Eric Urioste
Emily Williams
Susan Williams
Joe Zebrowski

THANK YOU TO ALL OF THE PARTICIPANTS AND EVERYONE ELSE WHO HELPED MAKE THIS WEEK POSSIBLE
Tuesday and Wednesday  8:00AM – 9:00AM
2nd Floor Atrium (SUB)

BOOK EXHIBITS
Tuesday & Wednesday  8:00AM – 9:00AM
2nd Floor Atrium (SUB)