

**2009 New Faculty Orientation Agenda
Center for the Enhancement of Teaching and Learning
Georgia Institute of Technology**

Tuesday, August 11, 2009		
8:00 AM	Continental Breakfast	Wardlaw Center
8:30 AM	Welcome to Georgia Tech and to Your Multiple Roles & Responsibilities on Campus	Wardlaw Center
9:15 AM	Getting Off to a Good Start: Words from the Wise(r)	Wardlaw Center
10:30 AM	Student Life at Georgia Tech	Wardlaw Center
11:15 AM	Policies, Procedures, & Resources for Teaching at Georgia Tech	Wardlaw Center
12:00 PM	Lunch with Senior Vice Provost Anderson Smith	Alumni House Ballroom
1:30 PM	Student Information and Grading at Georgia Tech	Wardlaw Center
2:30 PM	Preparing for the "Hot Spots" in Teaching	Wardlaw Center
4:00 PM	Breakout Sessions with Deans	Wardlaw Center
Wednesday, August 12, 2009		
8:15 AM	Continental Breakfast	Wardlaw Center
8:45 AM	Welcome from Provost Gary Schuster	Wardlaw Center
9:00 AM	Teaching for Learning	Wardlaw Center
10:15 AM	Who Tech Students Are	Wardlaw Center
11:00 AM	Student Expectations at Georgia Tech	Wardlaw Center
12:00 PM	Lunch: History of Georgia Tech and Its Traditions	Alumni House Ballroom
1:30 PM	Connecting with Library Services and Your Library Specialist	Wardlaw Center
2:15 PM	Faculty Development and Success at Georgia Tech	Wardlaw Center
2:30 PM	Concurrent Sessions: <ul style="list-style-type: none"> ▪ Tenure and Promotion at GT: Process Overview ▪ GT Networks for Non-Tenure Track Faculty: Building a Community of Peers 	Wardlaw Center
3:15 PM	Support for Your Research	Wardlaw Center
4:00 PM	Balancing Life at Georgia Tech	Wardlaw Center

Thursday, August 13, 2009

8:00 AM	Continental Breakfast	Wardlaw Center
8:30 AM	Welcome from the Office of Human Resources	Wardlaw Center
8:45 AM	Benefits Available to Faculty and Overview of Retirement Options	Wadlaw Center
10:30 AM - Noon	Resource Fair & Special Topic Sessions	Wardlaw Center
	<p>Visit the <i>Resource Fair</i> and get answers to your questions. Representatives will be available to discuss an array of services including Parking and Transportation, Georgia Tech Athletic Events, Financial Planning, Banking, Business Services, Research Compliance, Georgia Tech's Plan Confirmation System (PCS), Computer and Internet Security, Retirement Plans, Travel Cards, Parking & Flex Car, and Faculty/Staff Assistance.</p> <p>Campus Personnel will be available to talk with you about Working with T-Square, Using a PRS System in Your Classroom, Engaging Students in Undergraduate Research, Connecting Students with Academic Support, Promoting Academic Integrity, Assisting Stressed Students, Using CIOS (Course/Instructor Opinion Survey), and Mentoring Graduate Students.</p> <p><i>Special Topic Roundtables</i> Join these small group sessions and learn about information that pertains to specific groups.</p> <ul style="list-style-type: none"> • 10:30-10:55 AM <i>Global Human Resources</i> Find out about H1B1, U.S. permanent residency, and IRS taxation guidelines for international faculty at Georgia Tech. • 11:00-11:25 AM <i>Sponsored Programs</i> Get a brief introduction to when and how to use the resources at Sponsored Programs that pertain to compliance, technology licensing, and industry contracting as well as find out how to use the resources at Grants & Contracts Accounting. • 11:30-11:55 AM <i>Environmental Health and Safety</i> Learn about Georgia Tech Environmental Health and Safety, how to make your lab a safe place to work/study, and how to meet your safety and environmental protection responsibilities. 	
6:00 PM	Reception and Dinner	Renaissance Hotel
	<p>Your spouse/significant other is invited to attend this reception (Chastain Room) and dinner (590 West) on the 25th floor of the Renaissance Hotel. We cannot accommodate children at this event; thank you for understanding.</p>	