

TEXAS TECH UNIVERSITY Office of the Provost Faculty Success[™]

Fall 2022 Onboarding

for Department Chairs School Directors Area Coordinators Welcome: Provost Hendrick

Introductions

Fall 2022 Administrators Resource Guide Overview

Perceived barriers to faculty advancement

Break

Faculty Success (Digital Measures) and Nuventive Improve

HR-related procedures: ePAF, ePEF, ePM, and other

Raiderlink: how to find what you need

Student issues and questions

Open Q&A

	September 2022
Early September	Academic scheduling for Spring and Summer 2023.
During September	Meet with new tenure-track faculty about expectations for tenure and promotion.
During September	Plan all spring course schedules and make course and assignment changes as required to meet student enrollment needs.
September 1	Per OP 32.31, Notification of comprehensive performance evaluation must be given.
September 5	Labor Day. University holiday.
September 9	Onboarding for chairs/directors/area coordinators in first three years of service (TLPDC)
September 15	Monthly Pcard expense reports due for prior month.
September 16	Teaching Academy Induction Ceremony
Late September	Report faculty workload due; see OP 32:18 Academic Workload Calculation.
Late September	Remind graduate directors and graduate advisers to remind their students about registering for graduation and thesis and dissertation deadlines.

	October 2022
Early October	Spring and Summer 2022 terms available on Raiderlink.
October 4	Paul Whitfield Horn Professor Nominations due to the Office of
	the <u>Provost</u> (<u>OP 32.09</u>).
October 4	Degree program assessment deadline with data submitted through Nuventive Improve
	(https://tracdat.opa.ttu.edu/tracdat/faces/assessment/home/dashboard.xhtml)
October 4	Faculty Development Leave applications for 2020-21 due to Office of the Provost (OP 32.29)
October 6	President's Faculty Book Award submissions due to Office of the Provost (2021 copyright
	year) (<u>OP 32.24</u>).
October 7	 Chancellor's Council Distinguished Teaching Awards nominations due (<u>OP 32.13</u>).
	 Chancellor's Council Distinguished Research Awards nominations due (OP <u>32.21</u>).
	*(Need to check with Dean's Office for earlier deadlines).
October 11	Consulting and Outside Employment forms due as required by OP 32.07
October 13	Midterm grading opens
October 15	Monthly Pcard expense reports due for prior month.
October 14	Changes to prefixes, prerequisites, corequisites, course numbers, credit/contact hours,
	modality, and deletions for Spring and Summer 2023 courses must be at the Academic
	Council stage of Curriculog
October 27	Mid-term grades due via Raiderlink
October 28	Piper Professor Nominations due to Office of the Provost.

	November 2022
Early November	Textbook orders due.
Early November	Receipt of Catalog copy revisions request from Official Publications. Note: Any course or program changes that departments would like to appear in the printed catalog must be
	voted on and approved by the February Academic Council meeting. Any proposals approved at or after the March Academic Council meeting will only appear in the electronic catalog.
Early November	Banner Roll for Fall 2023.
During November	Lawrence <u>Schovanec</u> Teaching Development Scholarship Applications due to Teaching Academy.
November 1	Departmental Excellence in Teaching Award opens for submissions
November 7	Spring and summer 2023 advance registration for currently enrolled students (continues through 11/18)
November 8	 Faculty nominations (unlimited) due to Office of the Provost for these awards: Faculty Distinguished Leadership Award Hemphill-Wells New Professor Excellence in Teaching Award Spencer A. Wells Award for Creativity in Teaching Award College nominations for the Barnie E. Rushing, Jr. Faculty Distinguished Research Awards
	due to Office of Innovation and Research.
November 15	Monthly Pcard expense reports due for prior month.
November 16	Promotion and tenure nominations due to the Office of the Provost.
November 21	Spring and summer 2023 open registration for currently enrolled students
November 24-27	Thanksgiving holiday. University closed.

	December 2022
December 5	Raiderlink available for final grade entry
December 6	Last day of classes.
December 7	Individual study day.
December 2	Faculty Emeritus nominations due to Office of the Provost (OP 10.07).
December 8-13	Final exams.
December 14	Grades due for graduating students via Raiderlink by NOON
December 15	Monthly Pcard expense reports due for prior month.
December 16-17	Commencements.
December 19	Final grades due via <u>Raiderlink</u> by 5:00 p.m.

(Yahooooooo!)

Also in the

Fall 2022

Administrative

- Faculty recruitment, hiring, development, evaluation, promotion, tenure
- Resources and procedures: faculty success, campus climate, health, grievances, emergencies
- Course and program development and modification
- Course scheduling, enrollment, textbooks, and grading

Resources Guide:

• Space Usage Efficiency

Who to contact when

- Student information, records, conduct, and support
- Required and recommended trainings



FACULTY

About Academic Affairs \lor

Faculty Success & Resources

Initiatives

Students

Where to look for the up-to-date Administrative **Resources Guide:**

- Faculty Success & ٠ Resources
- Faculty Success & ٠ Advancement
- For Department ٠ **Chairs/School** Directors

SUCCESS & Advancement	HEALTH &
Faculty Success Center	Fall 2022 Start of Ter Informatior
Tenure, Promotion, & Continuing Appointment	COVID-19 Informatior for Faculty
For Department Chairs/School Directors	Caregiver Support Resources Program
New Faculty Orientation	Modified Instruction Duties Poli
Faculty Success Advisory	TTU Facult Ombudsper
Committee Faculty of	Beyond Oka Initiative
Color Success Committee	Employee Assistance Program
TTU ADVANCE- ADAPT	Robert E. Ewalt Recreation and Aquati Center

FACULTY HEALTH & WELLNESS	PROFESSIONAL DEVELOPMENT, OPPORTUNITIES, &
Fall 2022	FELLOWSHIPS
Start of Term	Teaching,
Information	Learning, and
COVID-19 Information for Faculty	Professional Development
Caregiver Support	The Humanities Center
Resources	The Institute
Program	for Studies in
Modified	Pragmaticism
Instructional	Provosťs
Duties Policy	Faculty
TTU Faculty	Fellows
Ombudsperson	Big XII
Beyond Okay	Faculty
Initiative	Fellowships
Employee	Current
Assistance	Opportunities
Program	and Calls
Robert E.	Center for
Ewalt	Global
Recreation	Communication
and Aquatic Center	President's Leadership Institute

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Office of TTU for Faculty
Research

For Department Chairs/School Directors

General Information

- Provost's planning calendar
- Faculty Workload policy
- Operating Policies: Faculty
- Chairs and Directors Resource Guide
- Partner Accommodations, Faculty Retention, and Hiring Faculty from Diverse Backgrounds

Academic Affairs

- Curricular proposals
- Core and Multicultural Curriculum

11/10/2022

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