Important Dates – Mark Your Calendars

Selection Timeline

• Applications available on January 25
• University 100s Faculty Information Sessions (recommended, but not required)
  o Wednesday 2/3 @ 12-1pm in SUB 1 3600 Conference Room
  o Tuesday 2/9 @ 9:30-10:30am in SUB 1, Room 3A
  o Monday 2/15 @ 4:30-5:30pm in SUB 1 3600 Conference Room
• Applications due February 17, 2016
• Individual interviews with CAART staff will be scheduled on a rolling basis once a completed application is submitted. Interviews will be held in late February and early March.
• New Faculty selection notification will be made via e-mail on March 3.
• Hired faculty will be assigned to a class section in mid-April.

Important Information

Mandatory Dates/Expectations – Mark Your Calendars

• New Faculty Training: March 16 from 1pm-5pm or March 24 from 9:00am-1:00pm (Choose 1)

• Supplemental Training (Optional):
  o Faculty will be invited to join select Peer Advisor training classes this spring. The Peer Advisor training class is on Fridays from 8:30am-12pm from February-May. The specific optional training schedule will be sent out in February.
  o Campus Partner train the trainer drop in sessions and mini-browsing fair. This new training event will be held on May 3, 2015 (Reading Day) from 10am-2pm.

• All-Faculty Meeting (Spring): March 29 from 9am-1pm or April 6 from 1-5pm (Choose 1)

• Faculty/PA Pairing Assignments: April 15th via e-mail

• At least ONE planning meeting with Peer Advisor: Between Mid-April and Mid-May
  o Plan syllabus
  o Discuss expectations and division of class responsibilities
  o Complete and return Faculty/PA Contract to CAART by Mid-May 2016

• Summer Communication with Peer Advisor: Communication between you and your Peer Advisor is strongly recommended over the summer to discuss guest speakers and further develop the class schedule.

• All Faculty Meetings (Fall): One per month from 2pm-3pm on Wednesdays. Exact dates are: August 17, September 14, October 12, and November 9.

• Classroom Observations: New faculty will have one class observation by CAART Staff in the month of October. A sign-up for observation times will be made available in September.