

2022 New Faculty Workshop
Friday, August 5; Location: CITL (Spaare 113)

- 9:00 – 9:25 am Welcome, introductions, and getting started as a faculty member at New Mexico Tech
Introductions, paperwork, computer accounts, email, etc.
Michael Jackson, Associate VP for Academic Affairs and Shari Montazeri, Academic Affairs Financial Administrator
- 9:30 – 9:55 am Student and faculty support at NMT: Academic support and faculty resources
David Cox, Director, Joseph R. Skeen Library
- 10:00 – 10:30 am Canvas LMS: A Brief Overview
Curtis Warren, Canvas Administrator
- 10:30 – 10:45 am **Break**
- 10:45 – 11:00 am Academic Center for Technology (ACT)
Overview of instructional technology and how to get help when you need it.
Jose Gonzalez, Director of ACT
- 11:05 – 11:25 am Introduction to NMT’s Faculty Senate
An overview of Faculty Senate: what it does, the type of work it oversees, and the opportunities faculty have to participate.
Bill Stone, Department of Mathematics Chairperson and Faculty Senate Parliamentarian
- 11:30 am – Noon Knowing what I know now
Informal discussion with faculty who recently started at NMT.
Christopher ChoGlueck, Department of Communication, Liberal Arts, and Social Sciences (CLASS) and Gilberto Gonzalez-Parra, Department of Mathematics
- Noon – 1:00 pm **Break**
- 1:00 – 3:00 pm Teaching essentials
Designing a syllabus, setting expectations, course assessment, attendance, dos-and-don’ts.
Steve Simpson, Dean, College of Arts and Sciences and Julie Ford, Department of Mechanical Engineering