

NEW FACULTY ORIENTATION PROGRAM
Calendar for FY Sample

AUGUST

- **New Employee Orientation ***
- **Introductory Meetings ***
 - Introduction to First Year Programs**
 - Introduction to Technology and Information Literacy**

- **Introduction to Office Technologies***
 - 1. PeopleSoft**
 - 2. GroupWise including electronic calendars**
 - 3. Office 2007**
 - 4. Phones**
 - 5. Help Desk 3333**
- **New Faculty and Adjunct Dinner***
- **Convocation***
- **New Student Convocation/ Orientation ***

SEPTEMBER

- **FCC Governance Structure ***
- **Student Support Services ***

OCTOBER

- **Building New Faculty, Staff and Community Relationships ***
 - Meeting and Getting Advice from last year's new faculty.**
- **Bus Tour of Frederick with New Administrators**

NOVEMBER

- **Outcomes Assessment**
- **Teaching and Learning**
- **Resource Exercise: Bring Resource Notebook and Ken Bain Book**

DECEMBER

- **New Faculty and Learning Administrator's Social***

JANUARY

- **Evaluation Workshop* Hands-on approach to first year Self-evaluation**
- **Learning Retreat***

FEBRUARY

- **FCC's Celebration of Excellence/Spring Convocation***

MARCH

- **Cultural Competence/Diversity***

APRIL

- **Topic to be announced**

MAY

- **Evaluation of First Year Experience and Orientation Program***
- **Exit Interview***
- **Commencement***

*** Attendance Mandatory at These Events**