College of Agriculture and Life Sciences
FY17-18 New Faculty Orientation Schedule for T/TE & Adjunct Faculty
CALS blend of activities in new faculty orientation, peer mentoring, promotion and tenure, and ADVANCE attempt to ensure the success of all new faculty hires.

August 30, 2017, 11:30 a.m. – 1:00 p.m. in Room 142 Curtiss Hall
• Meet the Dean

September 6, 2017, 11:00 a.m. – 12 p.m. in 142 Curtiss Hall
• Procurement (formerly Purchasing) and Kuali
  o Procurement – Yi Wu
  o Kuali, hands on training – Alicia Duncan

October 4, 2017, 8:30 – 10:00 a.m. in 142 Curtiss Hall
• Research Pre-Award Support – Part I
  o Pre-Award Resources for Competitive Funding Applications–Roxanne Clemens
  o Gold Sheets-Janet Brodie and Lori Oh
  o OSPA at a Glance – Andrea Rich and Lynn Bagley

October 11, 2017, 11:00 a.m. – 12:30 p.m. in 142 Curtiss Hall
• Research Pre-Award Support – Part II
  o Budget Justification and Scope of Work-Janet Brodie, Michele Rogers, and Lori Oh

October 31, 2017, 8 – 9:30 a.m. in 142 Curtiss Hall
• ADVANCE, Diversity, and Human Resources
  o ADVANCE – Dr. Susan Lamont
  o Diversity – Dr. Theressa Cooper
  o Human Resources – Kathey Schuckert and Tasha Barton

November 10, 2017, 1 – 2:30 p.m. in 142 Curtiss Hall
• Iowa Agriculture & Home Economics Experiment Station and Office of Responsible Research
  o Office of Responsible Research – Kerry Agnitsch
  o IAHEES – CALS Administration on NIMSS and ReePORT – Lynn Laws and Joe Colletti

November 17, 2017, 1 – 2 p.m. in 142 Curtiss Hall JOINT-With Lecturers
• Best Practices in Advising Undergraduate Students – Howard Tyler

January 9, 2018, 3 – 4:30 p.m. in 142 Curtiss Hall JOINT-with Lecturers
• Formal Cooperative Learning – Dr. Janette Thompson

February 7, 2018, 10 – 11 a.m. in 142 Curtiss Hall
• Dealing with News/Communications Opportunities and Challenges – Brian Meyer and Fred Love

February 20, 2018, 12:30 – 2 p.m. in 142 Curtiss Hall
• Post-Award Session – CALS Budget & Finance staff
  o Advanced Account numbers, Subrecipient Request Form, No Cost Extension
  o Incentive Accounts, Rebudget Request Form, and EASE Forms
  o Allowable/Unallowable Costs

April 9, 2018, 4 – 5:30 p.m. in 1951 Food Science Building
• CALS P&T Workshop for Assistant Professors
  o with CALS Interim Dean and Associate Deans and select recently promoted faculty

April 10, 2018, 12 – 1:30 p.m. in 142 Curtiss Hall
• Promotion and Tenure: Post P&T Mirroring Workshop
  o with David Acker, Ruth MacDonald, Gwyn Beattie, and Sue Lamont

For more information contact Carla Persaud (cpersaud@iastate.edu) 294-1823
http://www.cals.iastate.edu/faculty-staff/new-faculty-orientation