

NEW FULL-TIME FACULTY DEVELOPMENT PROGRAM (2013-2015)

Event	Amount of Time	Timing	PLAR	Evidence
YEAR 1				
<p>Orientation</p> <ul style="list-style-type: none"> • Orientation to School practices and resources • Orientation to full-time faculty member role and Faculty Skills and Abilities • Overview of Academic Policies and Procedures • Orientation to the campus and services for faculty and students • Introduction to the Teaching Portfolio <p>Human Resources related content</p> <ul style="list-style-type: none"> • Mandatory Legislation Training 	<p>½ day</p> <p>½ day</p> <p>½ day</p> <p>½ day (Note: Please bring your Banner ID number and your network login number with you to the AODA and/or WHMIS training.)</p>	<p>School Orientation Meet with Dean/Administrative Coordinator-August 1, 2013 or as arranged</p> <p>Faculty Orientation Thursday, August 8, 2013 Room SW 101B (CAFE) 8:30 a.m. - 12:30 p.m. (Morning refreshments provided) **Bring laptop</p> <p>Full-Time Employee Orientation Wednesday, August 7, 2013 Room SSB117 Time: 9:00 a.m. - Noon</p> <p>Mandatory Legislative Training Wednesday, August 7, 2013 Room: TBA Time: 1:00-4:00 p.m.</p> <ul style="list-style-type: none"> - Workplace Violence Prevention - Accessible Customer Service Standard (AODA) Training - WHMIS Training Completion of Health and Safety Checklist with Supervisor 	<p>Yes</p> <p>No</p> <p>Yes</p> <p>Yes</p>	<ul style="list-style-type: none"> • Faculty member to discuss with Dean. • Not required if faculty member has been a Durham College full-time employee or contact employee for a significant period of time. The faculty member should discuss his/her attendance and confirm with the Manager, Employee Development and Wellness whether he/she will attend. • Copies of certificates from previous training or confirmation from Durham College Human Resources indicating that this training has been completed. Contact Manager, Employee Development and Wellness for further details.

Event	Amount of Time	Timing	PLAR	Evidence
Enhancing Learning with Technology <ul style="list-style-type: none"> Teaching with technology strategies and skills DC Connect overview 	1 day	Friday, August 9, 2013 Room SW 101B (CAFE) Time: 8:30 a.m. – 4:00 p.m. (Refreshments and lunch provided) **Bring laptop computer	No	<ul style="list-style-type: none"> Please bring your laptop and login ID's and passwords.
Focus on Learning – Part 1 <ul style="list-style-type: none"> Eastern Region Colleges' New Faculty Development Program 	5 days	August 12 – 16, 2013 St. Lawrence College Kingston Campus	Yes	<ul style="list-style-type: none"> Completion of a similar residential new faculty development program at another educational institution, and; Review and approval by the Director, CAFE.
Three Customized Durham College Credit Courses	<ul style="list-style-type: none"> - 3 semesters - 42 hours per hybrid course 	All in-class hours will be conducted in the Gordon Willey Building on Fridays from 1:00 p.m. to 4:00 p.m. Teaching Methodologies TEME 1100 (Fall 2013) SW 101B Curriculum Design and Development CUDD 1110 (Winter 2014) location TBA Assessment and Evaluation ASEV 1120 (Spring 2014 – day and time for face-to-face classes TBA)	Yes	<ul style="list-style-type: none"> Faculty members with previous full-time college teaching experience and/or an undergraduate or graduate degree in education may elect to seek exemption from mandatory, in-hour credit courses by submitting a portfolio for assessment by the Centre for Academic and Faculty Enrichment, teaching and learning specialist for committee review and decision. Contact teaching and learning specialist for details.
Focus on Learning – Part 2 <ul style="list-style-type: none"> Eastern Region Colleges' New Faculty Development Program 	3 days	June, 2014	Yes	<ul style="list-style-type: none"> PLAR would be granted if the applicant was given PLAR for Focus on Learning – Part 1.

YEAR 2				
Teaching Squares <ul style="list-style-type: none"> Program where colleagues visit each other's classrooms, reflect upon what has been observed, discuss the visits with colleagues, and potentially implement new strategies or practices in his/her own teaching based upon participation in the Teaching Squares Program. 	8 – 10 hours	Fall 2014 or Winter 2015	Yes	<ul style="list-style-type: none"> Individual meeting with Director, CAFE to determine evidence required.
Pick from one of the following three options: <ol style="list-style-type: none"> Faculty Cyber Connections Module Professional development workshops, seminars, or activities offered through the Centre for Academic and Faculty Enrichment (CAFE) External conferences, workshops, seminars related to teaching and learning 	6 - 8 hours minimum	During 2 nd academic year September 2014 - June 2015	No	
May/June P.D. Day <ul style="list-style-type: none"> Teaching Portfolio Workshop and content related to the Faculty Skills and Abilities Celebration of completion of New Faculty Development Program 	½ day	June 2015	No	