

Professional Development Training & Orientation Summer 2018 (as of 7/31/18)

	Date/Location	# Anticipated Faculty	Part-Time	Full-Time	Summary of Activity	Estimated Cost
Business & Information System	August 22 or August 23 4 – 7 pm	59	30	19	3 – hour meeting; agenda includes topics such as: college calendar, course syllabi, BlackBoard, email, faculty attendance policy, course requirements, projects, and exams, COA, Early Academic Progress, Assessments, Middle States, Grading policies, ACBSP Accreditation, etc.	Refreshments – \$1,000 Compensation – \$4,182.30 (PT) \$2,849.43 (FT)
Education & Academic Literacy	Academic Literacy (only) Week of 8/13/18	16	10	6	6 – hour workshop Opening Day, department and college systems, policies, procedures and protocol, department curricula and event, OER materials, Student learning outcomes and syllabi, student assessment and program assessment	Refreshments – \$225 Compensation \$2,796.60 (PT) \$2,045.40 (FT)
	EDU & AL (week of 8/20/18)	19	11	8	6 hours - Opening Day, department and college systems, policies, procedures and protocol, department curricula and event, OER materials, Student learning outcomes and syllabi, student assessment, program assessment, presentation of adjunct scholarly and creative works	Refreshments - \$225 Compensation \$2,887.50 (PT) \$2,566.56 (FT)

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Health, Physical Education & Recreation	August 23, 2018 4 – 6:30 PM Alumni Gym Conference Room	15 - 20	20	1	2 ½ - hour PD to review Dept. faculty Handbook, Guest presentation from various student resources (i.e. Disability Services), department update and procedures, assessment and paperwork.	Refreshments \$175 Compensation – \$2,788.20 (PT) \$149.97 (FT)
Nursing & Allied Health Sciences	August 20 - 23, 2018 10:00 am – 4:30 pm	12	3	9	4 – days: to learn how to operate all the new equipment in the lab	Refreshments – 4 days @ \$240 = \$960 Compensation \$3,624.66 (PT) \$11,697.66 (FT)
	August 27, 2018 10:00 am – 4:30 pm	11	2	9	1 – day General Orientation to Community Health Simulation	Compensation - None
Radiologic Technology	August 23, 2018 12 - 2 pm	17	13	4	2- hour workshop - job description, clarification in changes in competency requirement, clinical site issues and updates, teaching methodologies, and staff communication	Refreshments – Compensation – \$1,208.22 (PT) \$399.92 (FT)
Art & Music	August 24, 2018 9:30 am – 2:00 pm	38	27	11	4 ½ hour workshop – Review department/college policies; ways to improve retention rate, grading policies, assessment, curriculum, program goals, SLOs, and rubrics	Refreshments – \$400 Compensation –
Communications Art & Sciences	August 22, 2018 12 – 2 pm 3 – 6 pm	16	14	2	Day 1 Session 1: 2-hour meeting discuss use of extra-credit,	Refreshments \$150 Compensation \$1,812.33(PT)

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	August 23, 2018 TBD				online testing, assessment, etc. Session 2: to review calendar, syllabus, mentor, Blackboard, grading policy, assessment, etc. Day 2 – 2-hour norming session w/full-time faculty	\$199.96 (FT)
English						
History	August 22, 2018 12 pm – 3 pm	30	22	8	3-hour: Introduction including department & college systems, policies, procedures and protocol; adjunct specific topics; retention/passing data; pedagogical strategies; department/college resources; and CTLT resources	Refreshments \$100 – 130 Compensation \$2,788.20 (PT) \$1,049.79 (FT)
Modern Languages	June 6, 2018	15	3	12	Work shop # 1: 3 hours led by 3 FT faculty to review benchmarks, expectations and procedures, etc. Workshop #2: 3 hours facilitators to prepare, meet and coordinate before the workshop	Refreshments \$130.72 –Compensation \$1,672.92 (PT) \$899.82 (FT)
Social Sciences	August 2018 date TBD 9:00 am – 5:00 pm	18	12	6	One-day workshop: Review syllabus, SLOs, improve/enhance pedagogy, adjunct	Refreshments - \$160 Compensation – \$4,461.12 (PT) \$2,399.52 (FT)

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					benefits, CUNY First, protocol, course content	
Library						
Biological Sciences	August 24 & 25					~
Chemistry	August 20, 2018 5:45 – 8:15 pm	66	43	23	2 ½ hours – Department highlights, department self- study, expectations, end of semester assessment for middle states reporting, review department policy handbook, timesheet submission, multiple position assignment, and breakout sessions	Refreshments - \$734 Compensation- \$4,491 (PT) \$2,594 (FT) \$409 (FT CLT) \$424 (Adj CLT) \$1,522 - Preparation for Orientation
Engineering, Physics & Technology						
Mathematics & Computer Sciences	August 22, 2018 4 – 7 pm August 23, 2018 4 – 7 pm	40			3 hr. Workshop on both days will cover: CUNYFirst, OSSES, VOE, Early Academic Progress Report, Course syllabi, grading policy, course coordinators, department passing & withdrawal rates, college and department policy, and expectations	Refreshments - \$500 Compensation – \$5,576.40 (PT)
Total						Refreshments - \$4,645.72 Compensation - \$67,496.48
Grand Total		365	210	118		\$72,142.20