

UConn

Panel Session Associate Deans and Department Heads

John C. Volin, Vice Provost for Academic Affairs

January 28, 2020



Announcements

- SET+



Senate by-law change

- This rule requires that assessments outside of regularly scheduled class periods must be approved by the Vice Provost for Academic Affairs prior to the start of registration.
- Once you have made a determination that an assessment outside of regularly scheduled class periods is required, please have your department send your recommendation to your Dean's Office, who will approve and forward to the Provost's Office. Once your department has received full approval you may then send your request to the registrar.
- Please make sure that you clearly communicate within your department that these requests should all come through your Dean's office and should not be sent directly to us until they have been reviewed and received approval at this level.

Senate by-law change continued...

“During the semester or term, assessments shall be held only during regularly scheduled class periods. If instructors, due to exceptional circumstances, believe they need to hold assessments outside of regularly scheduled class periods, they must seek approval from the Vice-Provost for Academic Affairs prior to the start of registration. Sections of courses for which such exception has been granted shall carry a footnote to that effect in the published Schedule of Classes and be clearly states the date and time of the assessment on the syllabus. Classes using the Test Center for assessments that extend beyond regular class times do not require special permission, provided that the extended exam period includes the window for the scheduled class, and that any student with conflicts can be assured of access to the examination within that window. Decisions regarding possible make-up assessments during the semester due to student absences shall be the prerogative of the instructor.”

Final Exam Opt Out

- If you are not offering a final exam during finals week and do not need a room, please fill out the **Final Exam Opt Out form** to be removed from the final exam schedule.

Please visit: <https://registrar.uconn.edu/final-exam-opt-out/>

COACHE Survey

- Survey will be administered to all faculty beginning the week of Feb 10.
- The survey produces benchmarked data on faculty satisfaction: we will compare with peers who participate and with our past results.
- Administered by the Collaborative on Academic Careers in Higher Education (COACHE) at the Harvard Graduate School of Education. More info can be found here: <https://coache.gse.harvard.edu/>
- Reports will be shared between representatives from the faculty along with the Provost's Office and we will evaluate this over the next two years with support from COACHE.
- ***Participation matters***: the more participants, the more we will understand about what we are doing well and which areas need the most improvement. Please encourage all of your faculty to complete the survey.

Announcements

Provost's Distinguished Speaker Series

Talks will run from **4:00 - 5:00 p.m. in Dodd Auditorium**. A reception will follow in the Dodd Lounge with light refreshments.

- **February 5-** Michael Lynch, Board of Trustees Distinguished Professor
- **February 26-** Avinoam Patt, Doris and Simon Konover Chair in Judaic Studies
- **March 25-** Cathy Schlund-Vials, Board of Trustees Distinguished Professor

Non-Tenure Track Promotion and Reappointment Town Halls

Date: Wednesday, February 12, 2020

Time: 1:00pm-2:30pm

Location: Dodd Auditorium

Date: Thursday, February 13, 2020

Time: 10:00am-11:30am

Location: Dodd Auditorium

Live streaming details will be available closer to the date.

Announcements

New Dean and Department Head Orientation

Date: Friday, March 27

Time: 9:00am-4:30pm

Location: TBD

RSVP to Amanda Pitts, amanda.pitts@uconn.edu by March 6.

Announcements

Call for Nominations- Alumni Faculty Excellence Awards

- Faculty Excellence in Research and Creativity Award in the Humanities, Arts, and Social Sciences
- Faculty Excellence in Research and Creativity Award in the Sciences
- Faculty Excellence in Teaching Award on the Undergraduate Level
- Faculty Excellence in Teaching Award on the Graduate Level

Nominations are due to amanda.pitts@uconn.edu by **March 6, 2020**.
<https://uconnalumni.com/about/history/awards/>

Announcements

Call for Nominations- Provost's Outstanding Service Award

- The award honors faculty whose volunteer service (i.e., not that assigned as part of one's job description or expectations in teaching, research or assigned service) is exemplary in enhancing the University's mission in teaching, research, service, or engagement.

Nominations are due to amanda.pitts@uconn.edu by **March 13, 2020**.

<https://provost.uconn.edu/about/awards/>

Announcements

Save the date!

Life Transformative Education Workshop

Date: Friday, April 24

Time: 8:30-4:30pm

Location: Rome Ballroom

Panelists

- **Consulting and Faculty Leaves- Sarah Croucher**
- **Department of Employee Relations- Karen Buffkin**
- **Employee Assistance Program- David Francis**
- **Office for Diversity and Inclusion- Dana Wilder**
- **Office of Human Resources- Chris Delello**
- **Office of Institutional Equity- Elizabeth Conklin**
- **Office of Institutional Research and Effectiveness- Lloyd Blanchard**
- **Office of the General Counsel- Nicole Gelston**
- **Office of the Registrar- Greg Bouquot**
- **Office University Compliance - Kim Hill**
- **Ombuds Office- Jim Wohl**
- **Student Health and Wellness- Suzanne Onorato**
- **The Graduate School- Kent Holsinger**