



College of Education New Faculty Orientation

August 21, 2023

Steve Zankas, Ph.D., CRC, LPC

Associate Dean & Professor

Leigh Harrell-Williams, Ph.D.

Dean's Faculty Fellow & Associate Professor

Updated from Dr.'s Sue Lease & Sara Bridges (2016).

Introductions & Connections...

- In a word, how would you describe your past week in Memphis?





The College of Education

- [The Dean's Office](#)
- Departments/Offices
 - Counseling, Educational Psychology, & Research ([CEPR](#))
 - Program areas: Counseling, Counseling Psychology, Educational Psychology & Research
 - Instruction & Curriculum Leadership ([ICL](#))
 - Program areas: Applied Behavioral Analysis, Early Childhood Education, Elementary Education, Instructional Design & Technology, Literacy, Secondary Education, Special Education
 - Leadership ([LEAD](#))
 - Program areas: Higher & Adult Education, Leadership & Policy Studies
 - Teacher Education Program and Clinical Practice ([TOTECP](#))



The College of Education

- Centers
 - Center for Research in Education Policy ([CREP](#))
 - Center for Rehabilitation and Employment Research ([CRER](#))
 - Mid-South Access Center for Technology ([Mid-South ACT](#))
 - [Institute for Disability/UMID](#)



“Innovation into action...”

- Vision

- Driven by a commitment to diversity, social justice and equity, the College of Education is a premier educational organization that engages in innovative and impactful research, teaching and service.

- Our Mission

- The College of Education builds on a foundation of success in research, teaching and service by:
 - depth and breadth of knowledge
 - relevant and innovative research
 - culturally competent leaders and practitioners
 - with and providing services to diverse local, national and international partners to address real-world problems of practice
 - an environment where diversity, social justice and equity are paramount.



COE Core Values

- **DIVERSITY**
 - We recognize, include and embrace all individuals ensuring intercultural relationships.
- **INCLUSION**
 - We actively and intentionally commit to promoting equity and social justice in every endeavor.
- **RESPECT**
 - We value all people, recognizing that good ideas can come from anyone, anywhere, at any time.
- **INNOVATION**
 - We stay on the cutting edge by identifying new ways to embrace technology and solve problems.
- **SERVICE**
 - We utilize our skills and attributes to enhance our practices and expand our support to others.



COE Committees

[Dean's Leadership Team](#)

[COE Culture & Climate Committee](#)

[COE Graduate Council](#)

[COE Dean's Advisory Council](#)

[COE Staff Advisory Council](#)

COE Undergraduate Student Recruitment and Retention Committee

COE Graduate Student Recruitment and Retention Committee

COE Social Media and Marketing Taskforce

University Faculty Resources Website



<https://www.memphis.edu/aa/resources/index.php>

FACULTY RESOURCES

- > TEACHING RESOURCES
 - > WORK-LIFE BALANCE
 - > PROFESSIONAL RESOURCES
 - > UNIVERSITY RESOURCES
- CALENDARS

[Home](#) > [Academic Affairs](#) > [Faculty Resources](#)

Faculty Resources

Save the Date - August 23, 2023

- + 2023 New Faculty Orientation > 8:30 am - 1:00 pm | University Center
- + 2023 General Faculty Meeting > 2:00 - 3:00 pm | University Center Ballroom

TAKE ACTION

- FACULTY RESOURCES
- FORMS
- CONTACT US

FOLLOW UOFM ONLINE



Teaching Resources >

- Book Adoption / Libraries
- Calendar
- Canvas
- Syllabi Suggestions
- UM3d / umTech

[See Complete List of Teaching Resources >](#)



Work Life Balance Resources >

- Campus Life & Resources
- Employee Perks
- Family & Childcare
- Health & Wellness

[See Complete List of Work Life Balance Resources >](#)



Professional Resources >

- Annual Evaluations
- Calendar & Forms
- Faculty Handbook
- Promotion & Tenure Resources

[See Complete List of Professional Resources >](#)



University Resources >

- Employee Resources
- Human Resources Information
- Professional Development

[See Complete List of University Resources >](#)



COE Faculty Resources Website

memphis.edu/education/faculty/faculty_resources.php

- Syllabus Template
- COE Applications
 - Faculty Research Grant
 - Faculty Travel Grant
 - Faculty Workload
 - Graduate Student Conference Grant
 - Professional Development Assignment Application

Mentoring

- [Mentoring Checklist](#)
- Formal & Informal Mentors
 - You can have both.
 - Use your mentors & other faculty.
 - Women+'s Mentorship Network
 - Don't be afraid to ask questions.



Suggested Meeting Schedule

- September - November
 - Informal meetings, focus on teaching, developing research agenda
- December
 - Informal meeting, assist with faculty research grant if applying
- January
 - Review UoM CV format
 - Prepare for annual faculty evaluation. Discuss 3rd year review and T&P. Set up classroom visits.
- April
 - Process how the year went; develop plans for next year
- May – August
 - Work on scholarly work

Accessing the myMemphis portal

myuofm.memphis.edu/



Home - myUofM

myuofm.memphis.edu

teaching research UofM Google Drive OSF | The Studies... SiriusXM VitalSource Booksh... Zoom Star Wars Snowflakes Gradebook The LoVo Method... open Other bookmarks

THE UNIVERSITY OF MEMPHIS

Go to ▾

myMemphis **Home** UofMOnline Faculty Advising Employee Finance Workflow

umMail iAM Help Logout

myMemphis Announcements

Announcements

You currently have no announcements.

Show Hidden

All ▾

Welcome!

Welcome to the myMemphis portal!

If you're experiencing issues, please contact the Help Desk
[UMTech Service Desk](#)
901-678-8888

Search the UofM

Search the UofM for:

people web pages

GO

Ride Share

The University of Memphis has created a self-service carpool list for use by members of the faculty, staff, and student community. You can view the current carpool list, or register your own interest in participating in a carpool, using the links below.

- [Interactive Carpool Listings](#)
- [Interactive Carpool Registration/Edit](#)
- [MATA \(Memphis Area Transit Authority\)](#)

UofMOnline Tab

LinkedIn Learning



Access LinkedIn Learning

umWiki



The University of Memphis will be retiring the Atlassian Confluence wiki platform (umWiki) December 2023. Confluence will be replaced by the open-source BookStack wiki platform.

The new system is available now: <https://uofmwiki.memphis.edu>. More information can be found here - including information for content migration requests.

umSurvey

Survey Management (survey.memphis.edu)



Getting Started (Help)

← Qualtrics

umBlog



The University of Memphis Enterprise Blog Service

Access your courses

To view only online courses click on the myMemphis portal Student tab 'Look Up Classes' function, you will need to use the sort options of Instructional Method:

- ~~RODP Web Asynchronous~~ UG or GR to view undergraduate (UG) or graduate (GR) RODP courses
- Web-Asynchronous to view UM Online courses



UofM Virtual Learning Center (Free Online Tutoring)

← Course management system

Online Tools

- umApps provides easy, web-based access to a variety of specialized applications such as SPSS, SAS, Microsoft Word, and many more. University students and faculty can access the software from any PC or Mac, both on and off campus.
- iPrint is a wireless printing system that allows students to take advantage of printing services available at all Technology Access Fee (TAF) funded printers on campus. To find a list of these areas, visit the Computer Labs/Smart Classrooms website.

Access to cloud-based analysis software

iAM



Use iAM to view your Banner ID, modify your email preferences, change your password, and perform other general identity management functions.

Note: If you change your password via iAM, you should log out of the myMemphis portal and log in again using the updated password.

Create alias/vanity email address

Example:

Leigh.Williams@memphis.edu instead of lmwllm14@memphis.edu

Library Search

Search for Articles, Books, and More

SEARCH

Journal Search

Database Search

Advanced Search

Research Guides

Classic Catalog

Last Updated: 5/12/23

Library Links

The University Libraries

Library Website
Library Catalog
My Library Account
Browse Journals
Interlibrary Loan
Instructional Services
Off-Campus Access
Hours and Locations
Ask a Librarian

Faculty Tab – Part 1



FACULTY

Go to ▾

myMemphis Home UofMOnline **Faculty** Advising Employee Finance Workflow

umMail IAM Help Logout

UofM Online Faculty Resources

- Turn It In - Academic Integrity Software
Recognized worldwide as the standard in online plagiarism prevention, Turnitin helps educators and students take full advantage of the internet's educational potential. Used by thousands of institutions in over fifty countries, Turnitin's products promote originality in student work, improve student writing and research skills, encourage collaborative learning, and save valuable instructor time.
- UM3D
Discover, Review, and Adopt your Course Materials
- BNC Adoption & Insights

instructional design and technology team
textbook adoption site

Faculty Self Service

Please use the following links for accessing Faculty Self Service. Additional options may be available in your self service menus. Menu options are role-based. Faculty roles are assigned by the Registrar's Office.

- Faculty Detail Schedule
- Week at a Glance
- Class List
- Look Up Classes
- Midterm Grades
- Final Grades
 - Faculty Grading Guide and Grading Information
 - See the Faculty Grading portlet (top-right of this page) for additional grade change service.

Faculty Grading

- Midterm Grades
- Final Grades
- Faculty Grading Guide and Grading Information
- Grade Changes:
 - Access the Grade Change Tool
 - Grade Change Tool Instructions

Grade Entry
Grade Change Form

Course Roster & Drop/Add Activity

- Access the drop/add report. Instructors can view drop/add activity for courses they are assigned to teach.
- Access class roster with optional photo report. Instructors can view class rosters for courses they are assigned to teach with the option of displaying student photos if the course is not fully online.
- Step-by-step guide. A guide for using the Drop/Add channel

SETE Report

Click to see Reports

SIRS/SETE report archives

What are SIRS/SETE?

Interpreting SIRS/SETE reports

SIRS/SETE evaluation comments Student comments made on SIRS/SETE beginning with the use of the online system (Summer 2008) can be

Navigate

With Navigate, the U of M's student success management system, you can submit Early Alerts, track attendance, complete Progress Reports, schedule advising appointments and much, much more.

SETE Administration, Monitoring, and Reports

- SETE Question Administration
- Monitor SETE Participation
- SETE website - What are SETE reports and how to interpret SETE reports
- SIRS/SETE evaluation comments

Student comments made on SIRS/SETE beginning with the use of the online system (Summer 2008) can be accessed via this faculty-only link. Only the faculty member for a given course and appropriate administrators can view comments.

Notice: Classes with enrollment that is less than four will not be reported.

Can add 5 items to SETE
Access your evals here

Research Support

Researcher's Dashboard

Faculty Tab – Part 2



Notice: Classes with enrollment that is less than four will not be reported.

umDegree



Degree Audit Tool for Undergraduate Students

Want help planning for graduation? Unsure about the classes for next semester? Need to see how long it will take you to graduate? *UMdegree* can help!

[More information](#)

Manage Disability Accommodation Requests for My Courses

Enter DRS Online to manage accommodations for my courses

Finance Self Service

Finance Self Service (Banner 9)

Resources & Advising

Resources

- Faculty Senate
- Faculty Grievance Committee
- Office of the Provost
- Faculty Handbook
- Data Security and Standards
- Center for Teaching and Learning

Advising

- Academic calendar
- Alternate PIN (SPAAPIN)
- Advisor Assignment (SGAADVR)
- Student Registration Permit - Overrides (SFASRPO)
- Courses to Consider
- NSO Dashboard – Access the NSO Dashboard report
- NSO Dashboard Instructions
- Course Catalog
- Class Schedule

Access Your Courses

To view only online courses click on the myMemphis portal Student tab 'Look Up Classes' function, you will need to use the sort options of Instructional Method:

- RODP Web Asynchronous - UG or GR to view undergraduate (UG) or graduate (GR) RODP courses
- Web Asynchronous to view UM Online courses



CVs and Profiles



- CVs and Profiles Website
- CV Help and Guidelines

UofM CV site – required for annual evals

Performance Appraisals and Evaluations

- Staff Performance Appraisal System
- Enter as: Appraiser | Employee | HR Administrator
- Staff Performance Appraisal Reference Guide
- Staff Performance Management Worksheet
- Faculty Evaluation Information

Details about the process

SETE Course Evaluations

- Complete a SETE Evaluation
- SETE alternate access If the above link does not work for you, please try clicking here. You will be asked to supply your user name and password again.
- SETE Availability Schedule
- Need help? [Students](#) [Faculty](#)
- For additional assistance call the ITD Help Desk at (901) 678-8888 or login to umhelpdesk.memphis.edu.

Banner Self Service

- Banner Self-Service
 - Personal Information
 - Faculty and Advisors
 - Employee
 - Finance

Advising Tab



Advisor Dashboard (Banner 9)

Advisor Dashboard (Banner 9)

Advising Forms

- **Advising - Information** on your advisees, provides a list of your advisees with detailed student profiles.
- Alternate PIN (SPAAPIN)
- Student Registration Permit - Overrides (SFASRPO)
- Advisor Assignment (SGAADVR)
- UMdegree
 - Degree Planning tool for advisors
- NSO Dashboard
 - Access the NSO Dashboard report
- NSO Dashboard Instructions
- **Banner-NSO SSO(GUAGMNU)**
- **Advisor Roster**
- **Credits by Exam/Course Validation**

Banner Admin Pages

Admin Pages

- Navigation Documentation (PDF)
- Navigation Tutorial (from vendor)

True Blue Life

The U of M is full of campus opportunities, information sharing, and educational and career support. As you journey through college, explore all of your possibilities here.



True Blue Life (Advising)

Navigate



Use Navigate to manage advising appointments, issue and manage alerts, for ad hoc reporting, and so much more!

Advising Student Profile

Please review the **Advising Student Profile** to access the following:

- Student Transcripts
- Concise Student Schedule
- View Student Grades
- Other advisor tools

Banner Self Service

- Banner Self-Service
 - Personal Information
 - Faculty and Advisors
 - Employee
 - Finance

Course Catalog/Schedule

- Course Catalog
- Class Schedule

Employee Tab



Banner Employee Dashboard

Employee Portal

Links to Timesheets, Leave Reports & Approvals, Effort Certifications, Labor Redistributions, Employment and Benefits Details, and Personal Information.

**** Monthly leave report & effort certification ****

Access paystubs

Time Leave Reporting

Please use the 'Employee Portal' link in the 'Banner Employee Dashboard' channel above.

Banner 9 Web Time Entry Training Guides

- Non-Exempt Time Sheets
- Exempt Leave Reporting
- Approving Time Sheets & Leave Reports

Edison: State of Tennessee Benefits System

Annual Enrollment for 2024 benefits is from Saturday, Oct. 1 - Friday, Oct. 14.
Enrollment has ended for the 2023 enrollment period.

Compensation Notifications

Latest 2023 Salary Notification

Salary notifications will be released on July 14 (staff & 12-month faculty), mid-August (teachers at campus schools), and mid-September 2023 (9-month faculty).

Personal Information

Update Addresses, Phones, Emails and Emergency Contacts

Educational Benefits Program

Employee Information Update

✓ Thank you for reviewing your information!

Review Existing Information/Create New Update Request

Existing Requests

+ Request (04/17/19)

Faculty and Staff Giving Program

Give through payroll deduction

* Please use Internet Explorer to access this information. You will be unable to access this with Firefox or Chrome.

Make a one-time or recurring gift

To change your deduction, [click here](#) to email Gifts and Donor Relations.

Employment Verifications

[Click here](#) to access the TALX/The Work Number Site

Reports



Click on the Argos logo above, sign in, locate the Argos app, double click on it and follow the prompts.

For a browser based experience, available only to execute reports, please locate the Argos Web Viewer app [here](#), double click on it and follow the prompts.

- **Workspace app is the recommended mode for umApps.**
- To save a report to a different folder on your machine or to print to a local printer, use the "Workspace" mode of umApps. The drives with prefixes of Local Drive and Network Drive are on your machine.
- To verify Workspace mode is being used, use the Account icon on the top right corner on the home page of umApps, then go to Account Settings/Advanced. The current method should display: Apps and desktops will launch in your Citrix Workspace app on your device (Recommended).
- If you prefer to use the Browser mode of umApps, to save a report to your Downloads folder select Save in the "Save to My Device"

WorkforUM



- Internal Site Request to fill/create new/reclassify positions
- Public Site View & apply for UofM job postings
- **Submit access Review applicant materials as search committee member**
- Faculty Evaluations Complete and review faculty evaluations

Annual faculty evaluations submitted here

New Employee Post-Orientation Tasks

The following list of tasks, though intended for new employees, can also be used as needed by existing employees.

[Review/Update Form W-4](#)

[E-Mail Account Setup](#)

[Campus ID Card](#)

[Complete Assigned Benefits & Beneficiary Tasks in State of TN Edison System](#)

[Review Parking Information](#)

[Review Payroll Information](#)

[Complete Online Confidentiality Acknowledgement](#)

[Complete Title VI Training](#)

[Complete Discrimination & Harassment Prevention Training](#)

[Complete FERPA Tutorial](#)

[Complete IT Security Awareness Training](#)

[Workplace Safety Training \(if not already completed\)](#)

[Complete Student/Customer Service Training \(Staff & Temporary Employees only\)](#)

Using your memphis.edu account, complete:

[Direct Deposit New Employee Payroll & Employee Reimbursement Authorization](#)

[Everbridge Crisis Notification Member Portal](#)

TigerPark

Appeal Citations: Allows users to appeal citations online. TigerPark requires the citation number and license plate number to appeal a citation. You have 15 days after the issuance of the citation to appeal online. After 15 days, you will no longer have access to online appeals. [More . . .](#)

Purchase Permits: Allows students to purchase priority, resident and evening parking permits online. Permits are restricted according to sub-classification. All non-student parking must be handled in person in the Parking Services Office located at 120 Zach Curlin Parking Garage. [More . . .](#)

Please note: Only residents may purchase resident parking.

[Enter TigerPark](#)

Employee Tab – Part 1a – Employee Portal



Employee Dashboard

Williams, Leigh M.

[My Profile](#)

Leave Balances as of 08/16/2023

Sick Leave in hours **12345**

[Full Leave Balance Information](#)

- Pay Information ▼
 - Latest Pay Stub: 07/31/2023
 - All Pay Stubs
 - Direct Deposit Information
- Earnings ▲
- Benefits ▲
- Taxes ▲
- Job Summary ▲
- Employee Summary ▲

- My Activities
- [Enter Leave Report](#)
- [Approve Time](#)
- [Approve Leave Report](#)
- [Electronic Personnel Action Forms \(EPAF\)](#)
- [Effort Certification](#)
- [Labor Redistribution](#)

Finance Tab



Banner Reference Information

Finance Program Guide
Online information for finance training and account information including FOAPAL lookup.

HR Program Guide
Online information for HR including training, position lookup, eContracts, and more.

University Data Standards

Banner Admin Pages

Admin Pages
Navigation Documentation (PDF)
Navigation Tutorial (from vendor)

Banner ePrint

- Banner Foundation Repository
- Banner Finance Repository
- Banner Student Repository
- Banner Financial Aid Repository
- Banner HR Repository

ePrint Test (Banner Test Repositories)

- Finance Test Repository
- Foundation Test Repository
- Student Test Repository
- Financial Aid Test Repository
- HR Test Repository

Financial Advisor

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Preferences

Banner Self Service

- Banner Self-Service
 - Personal Information
 - Faculty and Advisors
 - Employee
 - Finance

Tigerbuy



More information related to Tigerbuy can be found on the [Tigerbuy Web site](#).

[Tigerbuy \(Test\)](#)

[Vendor Performance Evaluation](#) - For departments to leave feedback on vendors.

Approval Alerts

You have no documents pending approval

Finance Self Service

[Finance Self Service \(Banner 9\)](#)

Travel, Expense, and Vendor Payments

- [Vendor Payment Transmittal Form](#)
- [Chrome River Travel and Expense](#)
- [Chrome River Travel & Expense TEST System](#)

Pre-approval and post-travel reimbursement submissions

Annual Evaluation and Promotion & Tenure (P&T)



- Directions for Faculty Annual Evaluation
 - [memphis.edu/aa/resources/faculty-evaluation.php](https://www.memphis.edu/aa/resources/faculty-evaluation.php)
- Promotion & Tenure
 - University website:
[memphis.edu/aa/resources/facres/tenurepromotion/index.php](https://www.memphis.edu/aa/resources/facres/tenurepromotion/index.php)
 - Promotion Timetables:
<https://www.memphis.edu/aa/resources/facres/tenurepromotion/promotion-timetables.php>
 - COE website:
[memphis.edu/education/faculty/faculty_resources.php](https://www.memphis.edu/education/faculty/faculty_resources.php)



One Drive and Online courses

- UM 3D Tech Training and Documentation
 - memphis.edu/um3d/



Canvas

- Access through your MyMemphis account -> UofMOnline tab
- UM3D training:
https://www.memphis.edu/um3d/canvas/faculty_canvas_basics/canvas_basics.php
- Minimum requirement:
 - Post course syllabus

memphis.instructure.com/courses/36

UofM Home Modules Announcements

GROWING WITH CANVAS

SHARE | APPLY | ELEVATE

updated 05/22/22

Welcome to Growing with Canvas! This course is a great way to learn how to use Canvas with your students. As you progress through this course, you will complete several modules that you can access directly from the following links or the buttons below: [Introduction](#) | [Planting](#) | [Nurturing](#) | [Sprouting](#) | [Flowering](#) | [Harvesting](#)

INTRODUCTION <p>Getting oriented to the Canvas self-paced tutorial! Includes Getting Around in Canvas & Communication Tools.</p>	PLANTING <p>Setting up your account and learning about communication. Includes Groups & Copying and Sharing Courses.</p>	NURTURING <p>Customizing and organizing your course in Canvas. Includes Course Design.</p>
SPROUTING <p>Learning how to create activities and assessments within your course. Includes Pages, Discussions, Assignments, & Quizzes.</p>	FLOWERING <p>Evaluating student work with SpeedGrader™ and the grade book. Includes Course Settings and Weights.</p>	HARVESTING <p>Discovering how to collaborate, share, and copy in Canvas. Includes Groups and Collaboration.</p>



Online Instruction Resources

- Faculty 2022 Summer Institute
 - https://www.memphis.edu/um3d/summer_institute_2022.php
- Going Online: Steps to Getting Started
 - <https://www.memphis.edu/um3d/goingonline.php>
- Consultation
 - <https://appt.link/um3d>



Procedures

- Faculty availability
- Reasonable response time to student emails?

- Complete FERPA tutorial: [FERPA](#)
- Teaching Tips: unl.edu/gradstudies/current/teaching/first-3-weeks



Procedures

- Record grades in Banner via myMemphis Faculty Tab
 - Grades are due on the Monday following graduation (at 10:00 am)
 - Grading submission instructions:
<https://www.memphis.edu/registrar/faculty/selfserv/grading.php>
- Grade Changes via myMemphis Faculty Tab
 - Grade dispute, student finishes/doesn't finish incomplete, etc.



Procedures

- Attendance reporting in Banner

4. STOPPED ATTENDING AND NEVER ATTENDED REPORTING:

Due to Banner 8 Faculty Grading being decommissioned, the method of capturing non-attendance data has changed as of Summer 2023. This information is needed for Financial Aid purposes, reporting and for student outreach. For federal aid purposes, students are considered attending if there is ANY type of active engagement (submitting an assignment/discussion post/quiz etc. or being online for a synchronous meeting/webinar).

- WN Grade (Withdrawal for non-attendance): Entered before Census**

For students who **never attended or stopped attending** during the start of the term, select a grade of **'WN'**. The Registrar's Office will be reviewing reports and if a student has ALL WN grades, we will administratively drop the student from all classes. Alternatively, if a student returns to class after a WN has been assigned, you can submit a Help Desk Ticket to have the WN removed, and the student will be reinstated.

- FN Grade (Failure due to non-attendance): Entered during Final Grading**

Never attended: If a student never attended class, and they failed the class, select a grade of **'FN'**, and enter the date before the term began in the **'Last Attend Date'** field to indicate they never attended.

Stopped attending: If a student attended class, but stopped attending during the term, resulting in failure, select a grade of **'FN'** and enter the date (or approximate date) they stopped attending in the **'Last Attend Date'** field.

Full Name	ID	Midterm Grade	Final Grade	Rolled	Reported Attend	Last Attend Date
eline.E	U 54	Not Gradable	Not Gradable		None	
ana.D	U 66	Not Gradable	Not Gradable		None	
Lynda.M	U 69		WN		Yes	
D	U 37		FN		Stopped	06/01/2023

Resources for students with additional needs



- Behavioral Intervention Team
 - memphis.edu/bit/
- Counseling Center
 - memphis.edu/counseling/
- Tiger Pantry
 - [Memphis Campus](#)
 - [Lambuth Campus](#)
- Disability Resources for Students (DRS)
 - memphis.edu/drs/
 - Students requesting accommodations in classes MUST have documentation from DRS.
 - DRS will send you an email with the ALLOWED student accommodations.



UofM Research Resources

- The Division of Research & Innovation has many links for information on sponsored and unsponsored research
 - <https://www.memphis.edu/research/>
 - [Training Calendar](#)
- The COE Dean's office has a research series:
 - Sept 14 – Memphis Shelby County Schools research staff. 11:30 – 1:00 p.m.
 - October 5 – Doing Research with University Schools. 11:30-1:00 p.m
 - October 26 – Education Initiatives meeting. 2:30 – 4:00 p.m.
 - November 9 – CREP presentation. 11:30 – 1:00 p.m.



COE Research Resources

- Pre-Grant Awards Coordinator
 - Janet Wiens
 - jawiens@memphis.edu
- Post Award Support
 - Office of Post Award Management (OPAM)
 - Tracy Williams, Business Officer CoE
 - twllms78@memphis.edu

Faculty/Staff Writing Accountability Groups



- COE Writing Accountability/Feedback Group
 - 2 hours in-person or via Zoom each week (your choice each week)
 - Schedule prioritized around junior faculty
 - Host: Leigh Harrell-Williams
- Women+'s Mentorship Networking Weekly Writing Group
 - 1 hour via Zoom each week – Tuesdays at 9am
 - Host: WMN+ Director Leah Windsor and/or other WMN+ Board members
 - [Zoom registration](#) required
- (*external to university*) National Center for Faculty Development and Diversity (NCFDD)
 - Monthly writing challenge forums
 - 2-week writing challenge (30-min per day) – 10/9 – 10/22 - Register by 10/4
 - Part of your FREE institutional NCFDD membership (more details next slide)



More on NCFDD

Core Curriculum Webinars

<p>1</p> <p>SKILL #1: Every Semester Needs a Plan</p> <p>Watch Now</p>	<p>2</p> <p>SKILL #2: How to Allgn Your Time with Your Priorities</p> <p>Watch Now</p>
<p>3</p> <p>SKILL #3: How to Develop a Daily Writing Practice</p> <p>Watch Now</p>	<p>4</p> <p>SKILL #4: Mastering Academic Time Management</p> <p>Watch Now</p>
<p>5</p> <p>SKILL #5: Moving from Resistance to Writing</p> <p>Watch Now</p>	<p>6</p> <p>SKILL #6: The Art of Saying No</p> <p>Watch Now</p>
<p>7</p> <p>SKILL #7: Cultivating Your Network of Mentors, Sponsors & Collaborators</p> <p>Watch Now</p>	<p>8</p> <p>SKILL #8: Overcoming Academic Perfectionism</p> <p>Watch Now</p>
<p>9</p> <p>SKILL #9: How to Engage In Healthy Conflict</p> <p>Watch Now</p>	<p>10</p> <p>SKILL #10: How to Manage Stress, Rejection & the Haters In Your Midst</p> <p>Watch Now</p>

Upcoming Guest Webinars

Tue, Aug 22, 2023 1:00pm - 2:00pm CDT	<p>NCFDD Discussion Panel: "What I Wished I Would Have Known after Becoming a Full Professor"</p> <p>Aditi Pai, PhD, Maurice Stevens, PhD & Sonja Martin Poole, PhD</p>
Tue, Sep 19, 2023 1:00pm - 2:30pm CDT	<p>Setting the Stage for Success: Preparing For Your Academic Career From Day 1 of Graduate School</p> <p>Lei Wang, PhD & Nelson O. O. Zounlomiè, PhD</p>
Tue, Oct 24, 2023 1:00pm - 2:30pm CDT	<p>Dynamic Presentations: How to Engage Audiences at Conferences, in the Classroom, and Beyond!</p> <p>Marnel Niles Goins, PhD</p>
Thu, Nov 2, 2023 1:00pm - 2:30pm CDT	<p>Live on Zoom: Knowing Your Worth: How to Approach Negotiations in Academia</p> <p>Lori Flores, PhD & Jocelyn Olcott, PhD</p>
Tue, Dec 12, 2023 1:00pm - 2:30pm CDT	<p>Supporting Academic Parents: Recommended Policies and Practices</p> <p>Cleopatra Abdou Kamperveen, PhD</p>

Forums

Discussion Forums - NCFDD

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- Dissertation Success Forum** 80

The Dissertation Success Forum is designed for doctoral candidates who are focused on finishing their dissertation. The program is built on the assumption that there is only one way to complete a dissertation: WRITE IT!
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Many faculty struggle to manage department politics. This forum is dedicated to the frank and honest discussion of conflict, difficult conversations, and picking your battles.
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- COE Faculty Resources
 - memphis.edu/education/faculty/faculty_resources.php
- COE Strategic Priorities (under revision)
 - memphis.edu/education/about/coestratplan.php
- University Resources
 - memphis.edu/aa/resources/facres/index.php
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Questions?

