

CSU Workshop on Retention, Tenure, and Promotion Criteria and Procedures
Friday, February 24, 2006
Crowne Plaza LAX

NEW FACULTY ORIENTATION

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- SFSU provides new faculty orientation for tenure track faculty only.
- The orientation is held on Thursday, Friday, Monday, Tuesday, Wednesday. This gives incoming faculty the weekend to digest some of the information they're given.
- All faculty are required to attend, and are paid one week's salary. This also allows their benefits to start early.
- There are two main purposes to the faculty orientation:
 - to build relationships
 - to provide information
- All incoming faculty members have dinner with the President, the Provost, and the Chair of the Academic Senate. Dinners are held for eight or nine faculty at a time.
- (video) New faculty members comment on dinner with the President, indicating that they are impressed and they feel that this is a very important event.
- Why orientation is one full week:
 - So that faculty members can get to know each other collegially, enhanced by the fact that they eat together throughout the week. The week-long schedule also allows time for several highly interactive sessions and small breakout groups.
 - (video) New faculty members comment that relationships within an organization are why people are satisfied with their jobs. They appreciate that the extended orientation gives them an opportunity to meet people for collaborations and friendships, and that they can build relationships across the entire university organization from the start. They indicate that the orientation makes them feel that they are an integrated part of the university organization from day one.
- In order to relay a manageable amount of information, they present minimal details, but provide extensive resource availability.
- Feedback luncheons are held with new faculty every spring in order to fine-tune the following fall orientation.
- Content of the program:
 - The program is not a remedy for problem behavior.
 - Speakers receive sensitivity training so that they don't scare incoming faculty.
 - (video) New faculty members discuss the importance of the information delivered, and the importance of the resource binder which provides comprehensive details about everything they should need to know as a new faculty member – from “where to eat” to “RTP preparation.” They appreciate the opportunity to learn about the university and its mission, and the familiarization with the campus culture.
 - Three tracks are addressed:
 - 1) Personal and professional self – includes networking, opportunities for funding and support, RTP information, and a presentation from veteran faculty called, “The View After a Year or Two.”
 - 2) Focusing on the students – includes information on the importance of advising and breakout sessions on important teaching areas.

3) Focusing on San Francisco State University – includes library and technology resources, and a fair with booths from most campus organizations.

▪ Retention, tenure and promotion:

-Guidelines are provided, clarifying that the process is different from that at a research university.

-RTP at SFSU is an evidence-based process, and faculty should save evidential documents.

-Developing a teaching philosophy is important.

-There is a presentation by third or fourth year faculty on the RTP process.

-Followup workshops are set for the spring. The spring workshops have 100% attendance, and address questions, provide sample CVs, indexes, etc., and discuss keeping WPAF file size within reason.

-There is a comprehensive RTP review in years two and four of a faculty member's employment.

-(video) New faculty members express the feeling that the campus wants them to get tenure and that they are supported. They feel the recommendations provided at orientation help alleviate the stress of the process, and that the expectations are clearly communicated.

▪ Orientation conference planning:

-Orientation costs \$18,000, or approximately \$360 per incoming faculty member. This includes meals, gifts, materials, and conference staff. This does not include management or faculty salaries.

-A CD-ROM with resources to help organize a new faculty orientation was distributed to all in attendance. The CD-ROM includes a planning schedule and an outline of the program.