PRACTICAL APPROACHES TO MANAGING AND SUPPORTING ADJUNCT FACULTY

May 19 - 20, 2016

Atlanta, GA

ai ACADEMIC IMPRESSIONS

Move past barriers of timing, access, and motivation, to better support adjunct faculty.

OVERVIEW

Gain flexible and scalable models for supporting adjunct faculty. Whether your faculty teach face-to-face or online, you will hear both academic and administrative perspectives on the critical issue of adjunct faculty support and management. This practically-focused conference will give you best practices from across the country in the areas of:

→ Creating a faculty community
→ Hiring and onboarding
→ Teaching and learning support
→ Evaluating and rewarding performance

BRING YOUR TEAM - TWO TRACKS

Successfully developing your adjunct faculty requires both instructional and administrative support. Day two of our conference features breakout sessions for faculty developers and academic administrators. Get the most out of this conference by sending a team that includes both instructional and administrative staff.

LEARNING OUTCOME

After participating in this conference, you will be able to improve the support you provide adjunct faculty in ways that make the most sense for your unique institution.

CONTACT US FOR MORE INFORMATION

Contact Tunde Brimah, Senior Conference Director at Tunde@academicimpressions.com or 720-988-1220 if you'd like additional information about the program.

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VISIT EVENT PAGE

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http://www.academicimpressions.com/conference/practical-approaches-managing-and-supporting-adjunct-faculty-may-2016

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AGENDA

DAY 1: THURSDAY, MAY 19, 2016

8:00 - 8:30 a.m.
Registration and continental breakfast (included in registration fee)

8:30 - 8:45 a.m.
Welcome and introductions

8:45 - 10:00 a.m.
Trends and Institutional Considerations Towards Supporting Adjunct Faculty
The continuous shifts in higher education have led to a fluid state of change for institutions partnering with adjunct faculty. This session will take a deeper look into the current trends in adjunct faculty hiring, with an emphasis on institutional considerations that impact the support, management and integration of adjunct faculty.

10:00 - 10:15 a.m.
Break

10:15 - 11:45 a.m.
Creating an Institutional Culture of Adjunct Faculty Support
Effective support of adjunct faculty requires a shift in institutional culture that engages adjunct faculty in the larger academic community. This session explores models, approaches and programming that fosters an integrated faculty community, such as:

→   Creating adjunct community
→   Engaging adjunct faculty in the larger institution
→   Creating workplace factors that prevent burnout and promote engagement

11:45 a.m. - 1:00 p.m.
Lunch (included in registration fee)

1:00 - 2:30 p.m.
Concurrent Sessions: Recruiting and Hiring Adjunct Faculty

Recruiting and Hiring Face-to-Face Teaching Adjunct Faculty
The recruitment and hiring of adjunct faculty should be a part of the institutional planning process. Best practices should be employed that allow for part-time faculty members to have ample time to prepare to teach and to become familiar with the institution and its policies and procedures. A discussion of a solid plan to recruit, select, and hire adjunct faculty will be presented.

Recruiting and Hiring Remote/Online Faculty
The geographically-remote nature of adjunct faculty teaching online presents a host of unique challenges and opportunities for finding and recruiting high-quality faculty. This session examines scalable strategies for recruiting, screening, and hiring adjunct faculty in a manner amenable to the needs, pace, and structure of the online environment.

2:30 - 2:45 p.m.
Break

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AGENDA

DAY 1: THURSDAY, MAY 19, 2016 (CONTINUED)

2:45 - 4:00 p.m.
Concurrent Sessions: Initial Onboarding (Internal Professional Development)

Administrative and HR Considerations
Administrative and HR processes need to be streamlined and tailored to ensure adjunct faculty can be onboarded quickly and effectively. In this session, we'll explore issues related to:

→ State and federal employment regulations
→ Implications of the Affordable Care Act (ACA), tracking hours, and multiple work assignments
→ Collecting employment documents in the onboarding process
→ Expediting approvals for IT account access

Participants will engage in a service blueprinting activity to identify gaps and opportunities in the current onboarding procedures at their home institutions.

Institutional Faculty and Faculty Developer Considerations
Cultivating a culture of professional development for faculty relies on programming that is systemic and comprehensive, rather than disconnected or unrelated to their disciplines, their departments, or the institution. It is essential to establish the support and knowledge they need to be successful not only as professionals, but also as reflective educators in the classroom. In this session, we'll explore ways to:

→ Establish expectations for adjunct faculty training and development
→ Develop and foster a culture of ongoing professional development
→ Identify institutional indicators for resource allocation and alignment to institutional priorities

4:00 - 5:00 p.m.
Networking reception

DAY TWO: FRIDAY, MAY 20, 2016

8:00 - 8:30 a.m.
Continental Breakfast (included in registration)

8:30 - 10:00 a.m.
Ongoing Faculty Development
The need for, and value of, ongoing faculty development is universal, but providing effective faculty development for adjunct faculty demands an awareness of the specialized needs associated with this role. This session will explore considerations for planning and implementing professional development opportunities that are uniquely suited for adjunct faculty.

10:00 - 10:15 a.m.
Break

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AGENDA

DAY TWO: FRIDAY, MAY 20, 2016 (CONTINUED)

10:15 - 11:30 a.m.
Ongoing Faculty Development (contd.)
Simply put, adjunct faculty cannot benefit from professional development that they do not attend. Institutions must design and adapt faculty development programming in a manner that motivates and rewards participation for adjunct faculty. This session examines creative approaches for increasing adjunct faculty's engagement with faculty development opportunities.

11:30 a.m. - 12:30 p.m.
Lunch (included in registration fee)

12:30 - 1:45 p.m.
Mentoring, Supporting, and Coaching
It is essential to effectively integrate adjunct faculty into institutional and departmental life so that they can be successful in their teaching practices. Providing support for classroom work and research, as well as, providing opportunities for mentoring, and consultations can promote the retention of good adjunct faculty, increase collegiality among the faculty, and stimulate teaching and learning improvement. This session will describe processes that any institution can adopt to create mentoring and enhanced support.

1:45 - 2:00 p.m.
Break

2:00 - 3:30 p.m.
Faculty Evaluation
For adjunct faculty to be effective, they must know how they are doing. While the importance of teaching evaluations is universal, the value may be intensified for adjunct faculty who are not engaged with teaching on a fulltime basis. This session will focus on innovative faculty evaluation strategies that extend beyond traditional teaching observations to integrate evaluation as a component of a holistic faculty support model. In addition, we will explore the unique administrative and implementation considerations for conducting faculty evaluations for adjunct faculty.

3:30 - 4:00 p.m.
Final wrap up and questions

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INSTRUCTORS

Michael Bates, Associate Dean, Center for Adjunct Faculty Engagement, William Rainey Harper College
As a former full-time and adjunct faculty member in physics, Michael now leads the Center for Adjunct Faculty Engagement (CAFE) at William Rainey Harper College outside of Chicago, IL. This large, suburban community college employs over 650 adjunct faculty who teach nearly half of all classes taught at the institution. CAFE is responsible for conducting evaluations of adjunct faculty, providing orientation for newly hired adjunct faculty, delivering professional development opportunities, and managing communication with adjunct faculty. Michael's research interest revolves around strategies that prevent burnout and promote engagement among this often overlooked group of faculty.

Ann Coburn-Collins, Director of Academic Programs Support, Adjunct Faculty, Saginaw Valley State University
As a former chairperson at a community college and now, in her role as the director, charged with supporting SVSU's adjunct faculty, Ann has worked to find effective means to meet the needs of the adjunct faculty. She has done this by providing professional development in teaching and learning, finding novel ways to streamline the adjunct faculty employment process, and supplying the adjunct faculty with the tools necessary for course preparation and delivery.

B. Jean Mandernach, Director of the Center for Innovation in Research and Teaching, Research Professor, Grand Canyon University
Jean's research focuses on enhancing student learning through innovative online instructional strategies, integration of emergent technology, and evaluation of online teaching. As the executive director of the teaching and learning center, Jean's scholarly and professional work is dedicated to fostering effective, innovative, scholarly teaching. In addition to her mentoring activities, Jean publishes research examining online assessment, perception of online degrees, integration of emerging technologies in the online classroom, and the development of effective faculty evaluation models.

Jennifer Spink Strickland, Director of the Center for Teaching and Learning, Mesa Community College
Through her leadership in the Center for Teaching and Learning, Dr. Strickland supports Mesa Community College's 300+ residential faculty and 1100+ adjunct faculty in ways that foster student success by promoting innovative teaching and learning, through ongoing professional development and collaboration. She supports the faculty by developing, delivering, and overseeing training programs including adjunct orientation, adjunct convocation, new faculty experience, quality matters, learning spaces, iPads, and more. She also coordinates and develops training including learnshops on pedagogy, assessment, starting the semester off right, and best practices in teaching and learning.

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THE CONFERENCE EXPERIENCE

OTHERS	VS	ACADEMIC IMPRESSIONS
Typically large annual event		**Intimate, workshop-style event with personalized attention**
Many concurrent sessions; forcing choice		**One focused learning track**
Uneven sessions and less outcome-focused, driven by an open call for proposals		**Needs-driven** and meticulously planned with practical outcomes • Action plans and next steps to use upon returning to campus • Carefully-vetted expert instructors that are also practitioners in the field
Lecture-based		**Learner-centric** and designed for interaction and collaboration
Large networking events with vendors		Small-scale opportunity to **truly connect with colleagues** in the same position at other institutions
Some slide presentations posted online after the event		**200+ page workbooks** with references, worksheets, articles, templates, exercises, and planning documents

96%
of past attendees would recomend an AI conference to a colleague

250+
and growing of AI member institutions (AI Pro)

15,000+
higher ed professionals served

AI Conference Experiences

Academic Impressions provides valuable exploration of timely and pragmatic challenges to higher education institutions. The combination of impassioned subject matter experts as presenters and means of engaging conference attendees was potent.

- C. Tennent, Associate VP of Facilities Management, University of Saskatchewan

This conference was the complete package: relevant topics, philosophical and practical applications, fantastic speakers, fantastic location. One of the BEST conferences I've ever attended. It is what a conference should be! Full of collaboration, networking and solutions.

- M. Lowe , Associate Professor and General Reference Librarian University of Louisiana at Monroe

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LOCATION

May 19 - 20, 2016 :: Atlanta, GA

HOTEL:

Wyndham Atlanta Galleria
6345 Powers Ferry Rd
Atlanta, GA 30339

To reserve your room, please call 770.955.1700. Please indicate that you are with the Academic Impressions group to receive the group rate.

ROOM RATE:

The rate is $139 for single or double occupancy, plus applicable tax.

ROOM BLOCK DATES:

A room block has been reserved for the nights of May 18 and 19, 2016.

RATE AVAILABLE UNTIL:

Make your reservations prior to April 24, 2016. There are a limited number of rooms available at the conference rate. Please make your reservations early. Rooms are subject to hotel availability.

ADDITIONAL INFORMATION:

Situated in the heart of Atlanta's business district and within easy access of an array of attractions and upscale dining options, the Wyndham Atlanta Galleria is the perfect place for business and leisure travelers. Discover deluxe accommodations, renowned southern hospitality, and convenient amenities.

Situated fifteen miles from downtown Atlanta, the Wyndham Atlanta Galleria offers visitors ultimate convenience, putting them within close proximity of rich culture, world-class dining, legendary sporting events, and such popular attractions as Stone Mountain Park, Six Flags over Georgia, the Georgia Aquarium, and World of Coke.

The hotel is approximately 23 miles from Atlanta Hartsfield Jackson Int'l Airport (ATL).
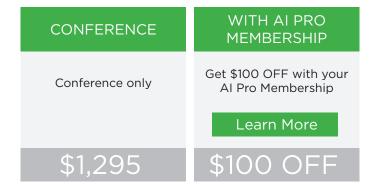
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PRICING (CIRCLE ONE)

Your registration fee includes: Full access to all conference sessions and materials, breakfast, lunch, and access to the networking reception on Thursday, breakfast and lunch on Friday, as well as refreshments and snacks throughout the conference.

Bring your team!
For every two people you register from your institution, receive a third registration at 50% off of the registration price.

CONFERENCE	WITH AI PRO MEMBERSHIP
Conference only	Get $100 OFF with your AI Pro Membership
	Learn More
$1,295	$100 OFF

EARLY BIRD PRICING
Postmarked on or before May 6, 2016. For registrations postmarked after May 6, 2016, an additional $100 fee per registrant applies.

REGISTER ONLINE or on the next page.

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CONFERENCE REGISTRATION INFORMATION

_____ | _____
Print Name   Job Title

_____
Institution/Organization

_____ | _____
What name do you prefer on your name badge?   Address

_____ | _____ | _____
City   State/Province   Zip/Postal Code   Country

_____ | _____
Telephone   Email

**IF THIS CONFERENCE PARTICIPANT HAS ANY DIETARY OR ACCESSIBILITY NEEDS, PLEASE LIST THEM IN THE
SPACE BELOW. WE WILL DO OUR BEST TO ACCOMMODATE THESE NEEDS.**

How did you hear about this event? (email from AI, ACPA, colleague forwarded email, _The Chronicle_, etc.) _____

ADDITIONAL CONTACT INFORMATION

If you would like us to send a copy of your registration confirmation or receipt to someone else, please complete this section

_____ | _____
Additional Contact Name   Contact Phone

_____ | _____
Additional Contact Email   Additional Contact Title

EMERGENCY CONTACT INFORMATION

_____ | _____
Emergency Contact Name   Emergency Contact Phone

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PAYMENT METHOD

We accept Visa, MasterCard, and American Express credit cards. To pay by check, include the check with this form or select the "invoice me" option. Fax

form to 303.221.2259 or mail form along with payment to: Academic Impressions, 4601 DTC Blvd., Ste. 800, Denver, CO 80237

CREDIT CARD

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Name on Card   Account Number

_____
Billing Address   Billing City   Billing State

_____
Billing Zip Code/Postal Code   Exp. Date   Security Code (last 3 digits on the back
                                                     of Visa and MC or 4 digits on front of AmEx)

AMOUNT TO CHARGE:_____

CHECK/INVOICE

☐ My check is included and covers _____ registration(s) Check # _____

☐ Please invoice me, Purchase Order #_____ (PO # not required to receive invoice)

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HIGHER ED IMPACT

Delivered free to your inbox, Higher Ed Impact provides you with a full tool kit to help you monitor and assess the trends and strategic challenges likely to have an impact on your institution's health and competitiveness. (Check the boxes for the editions you would like to sign up for)

☐ DAILY**PULSE** - Scan current events, timely research, and notable practices at other institutions.

☐ WEEKLY**SCAN** - Review the week's most significant events and the most timely research in higher education, with key takeaways suggested by higher education's leading experts.

☐ **DIAGNOSTIC** - Get an enterprise-wide and in-depth look at a current, strategic challenge; identify steps to take and critical questions to address.

List the names of the registrants you'd like to sign up:_____

Learn more or sign up to receive Higher Ed Impact at: www.academicimpressions.com/news-sign-up

Note if you do not provide any names in the above space, all attendees will be signed up for the options selected.

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CANCELLATION AND REFUND POLICIES

100% SATISFACTION PROMISE

SATISFACTION PROMISE
We want you to be satisfied with your Academic Impressions learning experience. If the program you purchased fails to meet your expectations, please contact us within 30 days and let us know. We'll credit the full amount you paid toward another AI program that may better fit your needs.

CONFERENCES
For in-person conferences, substitute registrants are welcome and may be named free of charge at any time. If you cancel 8 weeks or more prior to the first date of the conference, you will receive a full refund, less a $100.00 service charge per attendee.

If you cancel within 8 weeks of the first date of the conference, you are not entitled to a refund. However, as a courtesy, we will allow you to apply your payment, less the service charge, toward a future purchase within one year from the date you cancel. Your payment is transferable to another person from your institution if you wish.

Please note that if you do not attend and you do not contact us in advance to cancel as described above, you are responsible for the entire payment. In case this event is cancelled, Academic Impressions' liability is limited to a refund of the registration fee only.

ONLINE TRAININGS CONSISTING OF AT LEAST ONE LIVE TRAINING DATE
You will receive a full refund (less a $75 service charge) if you cancel 8 weeks or more prior to the first live training date. If you cancel within 8 weeks of the first live training date, you are not entitled to a refund. But as a courtesy, we will apply your payment (less a $75 service charge) towards a future purchase within one year from the date you cancel. Your payment is transferable to another person from your institution if you wish. You may name a substitute primary participant free of charge at any time prior to the first live training date. If available, you may switch the live training format to a self-paced format (such as a CD-ROM Recording or On-Demand Download) free of charge. (Shipping charges will apply to CD-ROM Recording orders outside the U.S. or Canada.)

ONLINE TRAININGS WHICH ARE PURELY SELF-PACED
All sales are final. No cancellations or refunds are provided.

RECORDINGS, ON-DEMAND DOWNLOADS, MONOGRAPHS AND OTHER PUBLICATIONS
All sales are final. No cancellations or refunds provided.

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