

Chairs Update April 2018

Message from Chair Fellow

Whatever the medium, there is the difficulty,
challenge, fascination and often productive clumsiness
of learning a new method: the wonderful puzzles and
problems of translating with new materials.
- Helen Frankenthaler, artist

Helen Frankenthaler was an American artist in post WWII America. Although her quote references the nuances of working with her preferred art medium (i.e., paint and canvas) I felt moved by her framing of applying a new process to an established task. As Chairs, we live in the moment called “the learning curve.” Whether our first year as Chair, or an experienced Chair asked to learn new policies, procedures, or deadlines...we are constantly asked to embrace a “new method.” This change is part of the job; often times the only control we have is our attitude or outlook. I like Frankenthaler’s acknowledgement that learning a new process is both “clumsy” and “fascinating.” What a lovely outlook.

This month, we have the opportunity to live through the clumsy, fascinating, difficult challenge of a new scheduling software: Curriculog. The Provost’s office has been working hard to schedule trainings for Chairs on the new software. In fact, CETL has two sessions scheduled this month: April 6th (replacing the original Chair Forum) and April 16th. Please see the links below to register. I encourage all Chairs (new and seasoned) to register for the upcoming trainings through the link below.

Finally, I want to extend a personal appeal to those Chairs who are “seasoned,” and those who have finished serving in this capacity: we are in need of a new Chair Fellow. The Chair Fellow is bestowed the task of developing Chair training and encouraging fellow Chairs and Program Directors in their leadership responsibilities at OU. If you are stepping down as Chairperson (or know a relatively recent past Chair) who is interested in mentoring and supporting academic leaders, please connect with Judy Ableser (ableser@oakland.edu). I would be happy to discuss the position and responsibility with interested persons (heisler@oakland.edu).

Here’s to the challenge and joy of new methods –
Jenn Heisler

Thank you Jennifer

On behalf of Oakland University, CETL and all the Chairs, I would like to take this opportunity to thank Jennifer Heisler for all her hard work and supportive mentorship that she provided this year as our Chair Fellow. It has been wonderful working with her and she will be missed. We hope that she will continue to offer her guidance and leadership at Oakland for many years to come.

Respectfully,
Judy Ableser, Director of CETL

Chair Events and Resources

1. Curriculog Training

Learn how to use Curriculog, the new software to make course and program modifications for making and tracking curricular changes for all undergraduate and graduate courses. As Chair, you will be required to submit and approve all Departmental curricular changes through the Curriculog system starting in Fall 2018. Please note the EForms and paper trail are going away as of April.

In order for all Chairs to receive this training, we are offering two different dates.
Lunch will be provided,

[Friday, April 6th](#), 12:00 - 1:30 p.m. (this replaces the original Chair Forum)

[Monday, April 16th](#), 12:00 - 1:30 p.m.

Other Events and Resources for Chairs and Faculty

1. Instructional Fair Wednesday, April 4, 2018 - Please register to attend

OU faculty and staff create a display (print poster, digital presentation or interactive demonstration) along with a one-page handout of an effective strategy in order to discuss and share ideas with colleagues across the disciplines.

For the event, attendees can drop in between 2:00 and 4:00 p.m. in this open house format. Located in Banquet Room B, Oakland Center. Appetizers provided.

[Register to attend](#)

2. Dates and Times for all New Faculty Events

- **Pre-Orientation Workshops for Full-Time Faculty** at 9:00 a.m. - 5:00 p.m. in 200A Elliott Hall
- **New Full-Time Faculty Welcome Dinner, August 21** at 5-8 p.m., Meadow Brook Hall
- **New Full-Time Faculty Orientation, August 22** at 8 a.m.- 5 p.m., Gold Rooms in Oakland Center
- **New Part-Time Faculty Orientation, August 23** at 5-9 p.m., 200A Elliott Hall

3. New Faculty Contact Information

Please send all contact information about new faculty to Candace Campbell (ccampbell2@oakland.edu) as soon as possible. We will reach out to the new faculty with resources and an invitation to all new faculty events.

4. New Faculty Resources can be found [here](#)
5. New Syllabus Template
CETL has revised a suggested Syllabus Template that embeds General Education requirements, Grad/Cross listed information, Moodle guidelines and important policies and procedures. In addition, it is designed to meet accessibility standards and UDL (universal design for learning) best practices. Feel free to share this with faculty who may wish to use this template as they design or redesign their courses. (We do stress that they should first inquire with their chairs to see if there is a required syllabus template for their specific program.) We provide a “clean copy” that can be used as a template and one with detailed instructions.

[New Syllabus Template](#)

Chair Reminders

1. Seeking Applications for Chair Fellow for 2018-2019
We continue to seek out applications for a Chair Fellow for the 2018-2019 academic year. If you are stepping down as chair, or know of someone who has served as chair in the past and would be interested in this position, please contact Judy (ableser@oakland.edu). The role involves providing assistance and mentorship to chairs approximately 8 hours per week in exchange for a course release in the fall and the winter. More information can be found [here](#)
2. Chair Retreat - HOLD the DATE
Tuesday, August 28, 2018
Tentative time is 10:00 a.m. - 2:00 p.m.

Respectfully,

Jennifer Heisler – Chair Fellow heisler@oakland.edu
Judy Ableser – CETL Director ableser@oakland.edu