



New Graduate Student Orientation
Tuesday, August 27, 2013
du Bois Conference Center Ballroom
(Building #64)

Parking lots #64 and #66 are available for orientation parking

TENTATIVE AGENDA: DETAILS OF DAY MAY CHANGE

MORNING PROGRAM FOR ALL NEW GRADUATE STUDENTS

- 8:00 a.m. **Registration and Continental Breakfast**
Register, review workshop offerings in packets, mix and mingle with future colleagues and table meetings with offices around campus
- 8:30 a.m. **Welcome and Introductions**
- Welcome from the Graduate Student Government (GSG)**
 Mr. Jason Kordosky, GSG President
- Welcome from the Dean of the Graduate College**
 Dr. Ramona Mellott
- Welcome to Northern Arizona University**
 Dr. Laura Huenneke, Provost
- Welcome from the Office of the Vice President for Research**
 Dr. Cathy Proper, Director for Research Capacity Development, Office of the VP for Research
- Current Issues in Ethical Research**
 Dr. Paula Garcia McAllister, Human Protections Coordinator, Office of the VP for Research
- 9:00 a.m. to **Guest Speakers**
9:50a.m. **Making the Most of Your Graduate Education**
1. **Creating Your Future Now**, Dr. John Masserini, Associate Professor, School of Music, Chair, University Graduate Committee
 2. **Competing in a Global Economy**, Dr. Harvey Charles, Vice Provost, Center for International Education
 3. **Financial Savvy for Today's Graduate Student**, Ms. Melissa Cripps, Owner/Agent, State Farm Insurance
- 10:00 a.m. to **First Session of Concurrent Workshops**
10:55 a.m.
1. **Protecting Human Participants in Your Research and Classroom Projects**, Room C on ballroom floor. Dr. Paula Garcia McAllister
 2. **Structuring Your Early Career as a Graduate Student in the Humanities: Things I Wish Someone Had Told Me at the Start**, Meadows room on first floor, Mr. Nathan Bollig from English.

3. **Structuring Your Early Career as a Graduate Student in the Sciences: Things I Wish Someone Had Told Me at the Start**, Room A on the ballroom floor, Mr. Kellan Finney and Ms. Candice Benally from Chemistry
4. **Library Research Skills Workshop for Graduate Students—1st of 2 sessions today**, Fremont room on first floor, Mr. Kevin Ketchner from Cline Library
5. **Managing Stress and Enjoying Graduate School —1st of 2 sessions today**, Room 11 on bottom floor, Dr. Megan Gavin, Counseling Services
6. **Diverse Communities and Cultures in the Classroom—1st of 2 sessions today**, Room B on ballroom floor, Dr. Karla Hackstaff, from Women and Gender Studies
7. **How to Maintain a Safe Working Environment—1st of 2 sessions**, Agassiz room on first floor, Mrs. Pam Heinonen & Amanda Loveless, from Affirmative Action
8. **Organizing Your Electronic Life—1st of 2 sessions today**, Southwest room on first floor, Mr. Cory Logan, Information Technology Services

11:00 a.m. to 11:55 a.m. **Second Session of Concurrent Workshops**

1. **Structuring Your Early Career as a Graduate Student in Health and Human Services: Things I Wish Someone Had Told Me at the Start**, Room C on ballroom floor, Ms. Susan Williams, from Clinical Speech-Language Pathology
2. **Structuring Your Early Career as a Graduate Student in Education: Things I Wish Someone Had Told Me at the Start**, Meadows room on the first floor, Mr. Andrew Fitzgerald, from Educational Psychology
3. **Structuring Your Early Career as a Graduate Student in Social Sciences: Things I Wish Someone Had Told Me at the Start**, Room A on the ballroom floor, Ms. Susan Lawhead, from Politics and International Affairs
4. **Library Research Skills Workshop for Graduate Students—2nd of 2 sessions today**, Fremont room on first floor, Mr. Kevin Ketchner, from Cline Library
5. **Managing Stress and Enjoying Graduate School —2nd of 2 sessions today**, Room 11 on bottom floor, Dr. Megan Gavin, Counseling Services
6. **Diverse Communities and Cultures in the Classroom—2nd of 2 sessions today**, Room B on ballroom floor, Dr. Karla Hackstaff, from Women and Gender Studies
7. **How to Maintain a Safe Working Environment—2nd of 2 sessions**, Agassiz on first floor, Mrs. Pam Heinonen & Amanda Loveless, from Affirmative Action
8. **Organizing Your Electronic Life—2nd of 2 sessions today**, Southwest room on first floor, Mr. Cory Logan, Information Technology Services

Noon to 1:00 p.m. **Information Fair and Luncheon**

Eat lunch, meet faculty and other graduate students in your department; find out about campus resources that will aid you as a graduate student; sign up for payroll; learn about parking permits, e-mail accounts, campus and local community organizations and more.

AFTERNOON PROGRAM FOR NEW GRADUATE ASSISTANTS

1:00 p.m. **Welcome to New Graduate Assistants**

GA Rights and Responsibilities: An Overview of the Graduate Assistant Handbook,
Ballroom

Dr. Ramona Mellott, Dean of the Graduate College

Mrs. Dana Middlebrook, Program Coordinator, Graduate College

1:30 p.m. **Afternoon Concurrent Workshops**

1. **Getting Off to a Good Start as a Graduate Teaching Assistant**, Ballroom, Chelsea Burk and Brandon Kelone, English; Ryan Hollingshead, Spanish
2. **Getting Off to a Good Start as a Graduate Research Assistant**, Fremont room on the first floor, Dr. Cathy Propper, Biology
3. **Getting Off to a Good Start as a Graduate Assistant in Advising or Student Services**, Room B on the ballroom floor, Mr. Art Farmer, Student Life

2:25 p.m. **Break**

2:35 p.m. **Supporting Student Success, Ballroom**

Who are the Learners? - Dr. Rebecca Campbell, Director of Academic Transition Programs,
Associate Professor, Educational Psychology

Linking to Resources:

Grade Performance Status, Mr. Zane Shewalter, Business Analyst, Sr., University College

Support Resources and Peer Mentoring, Ms. Evin Deschamps, Coordinator, Educational
Support Services

Building a Community of Successful Learners -Dr. Lawrence Gallagher, Director of Faculty
Development

3:45 p.m. **Adjourn**

ABSTRACTS OF WORKSHOPS

Protecting Human Participants in Your Research and Classroom Projects

The Institutional Review Board (IRB) for the Protection of Human Subjects in Research oversees all research conducted by faculty, staff, and students that involves human participants in studies. This interactive presentation provides information on the federal guidelines on human subjects research and web resources. A question-answer session is included.

Structuring your Early Career as a Graduate Student: Things I Wish Someone Had Told Me at the Start

These workshops provide you with an opportunity to hear from students who have gone down the path you're on and learn from them what you can expect and what will be expected of you. You'll learn valuable tips that will contribute to having a meaningful graduate experience. Each session will include an informal question and answer period.

Managing Stress and Enjoying Graduate School

This workshop provides you with strategies that will help you manage to keep all your plates spinning on sticks. This is an excellent opportunity to learn various strategies for keeping it all together as a grad student.

Library Research Skills Workshop for Graduate Students

This informative workshop will help you to gain innovative, up-to-date research skills that will greatly enhance your graduate studies and research. The following valuable research topics will be discussed: How to optimize your research time; How you can find the best resources in your field; How the Cline library can support your research, teaching and publishing; How you can connect with research specialists in your field. This workshop will outline the Cline Library's resources, databases, document delivery services and approaches to optimizing your time. Librarians will be on hand to discuss the benefits of establishing a working relationship with the subject liaison in your area.

Diverse Communities and Cultures in the Classroom

In our ever-growing diverse world, we see more diversity in our student body. This session will identify some cultural aspects that diverse students bring to the classroom and will provide you with some ideas on how to maximize their learning.

How to Maintain a Safe Working Environment

This workshop will address the unique and difficult situations in which graduate students may find themselves and how this policy applies. The Safe Working and Learning Environment Policy is NAU's comprehensive document that defines all prohibited forms of discrimination, harassment, consensual amorous relationships and related grievance and reporting procedures.

Organizing Your Electronic Life

From email to Internet to file shares, you are inundated with information and tasks. Here at NAU there are numerous resources available to graduate students. Topics of discussion will include email and attachments, file sharing and working on the Internet.

The Following Workshops are Required for All Graduate Assistants:

GA Rights and Responsibilities: An Overview of the Graduate Assistant Handbook

This overview of the GA Handbook will provide you with a valuable introduction to the policies and procedures associated with your assistantship.

Getting off to a Good Start as a Graduate Teaching Assistant, Graduate Research Assistant or a Graduate Assistant in Advising or Student Services

These workshops will provide you with an opportunity to hear and discuss what you can expect and what will be expected of you in your role as a graduate assistant.

Supporting Student Success

This presentation is for all graduate assistants (i.e., teaching, research or student services) and will focus on your role in helping undergraduate students succeed at NAU and continue to pursue their studies. Information will be provided on some specific resources available within the NAU community to assist students in their educational pursuits.