



New Faculty Orientation • August 18-19, 2025

Monday, August 18

8:15-9:15 a.m.	Check-in, IT account set up, ID photos, continental breakfast (Pharmacy Building 150) <i>Continental breakfast menu: yogurt and assorted toppings, fruit salad, bagels (gluten-free option will be available), hard boiled eggs, coffee, tea, juice, water</i>
9:15-9:30 a.m.	Welcome and orientation overview <ul style="list-style-type: none">Natalie Carter, Director of the Center for Faculty Excellence and Senior Lecturer of English
9:30-10:00 a.m.	Helping Students Succeed – Part I <ul style="list-style-type: none">Martha Dziwlik, Dean of StudentsKeith Magnus, Director Counseling and Consultation ServicesJules Grable, Director of Student Advocacy
10:00-10:15 a.m.	Helping Students Succeed – Part II <ul style="list-style-type: none">Sonya Hopkins, Associate Athletics Director - Academics
10:15-10:30 a.m.	BREAK
10:30-11:00 a.m.	Helping Students Succeed – Part III <ul style="list-style-type: none">Travis Ryan, Associate Provost and Professor of Biological SciencesCarol Baker, Academic Systems Administrator
11:00-11:30 a.m.	“New Hire Journey” hiring paperwork and I-9 walkthrough <ul style="list-style-type: none">Jennifer McCormick, Director of Talent Acquisitions, Human Resources
11:30 a.m.-noon	Designated time for completing online hiring paperwork, I-9, and questions with representatives from Human Resources
Noon-1:00 p.m.	Lunch and social time <i>Lunch menu: assorted pre-mixed vegetarian and vegan salads, assorted toppings, chicken and tofu proteins on the side, vegan soup, rolls (gluten-free option will be available), cookies (vegan and gluten-free options will be available), lemonade, iced tea, water</i>
1:00-1:30 p.m.	Welcome and remarks from Interim Provost and Executive Vice President Jay Howard <ul style="list-style-type: none">Jay Howard, Interim Provost and Executive Vice President and Professor of Sociology
1:30-2:00 p.m.	DEISA – “Connecting Students. Cultivating Belonging. Championing Well-Being” <ul style="list-style-type: none">Khalilah Marbury, Vice President for DEI and Student AffairsDanny Kibble, Executive Director, DEI Initiatives and Engagement
2:00-2:30 p.m.	Student Disability Services <ul style="list-style-type: none">Kathleen Camire, Director for Student Disability Services and 504 CoordinatorKarly Keiper, Assistant Director for Student Disability Services
2:30-2:45 p.m.	BREAK
2:45-3:00 p.m.	Faculty Senate overview <ul style="list-style-type: none">Stacy O’Reilly, Chair of Faculty Senate and Professor of Chemistry and BiochemistryAndy Schmelz, Vice Chair of Faculty Senate and Associate Professor of Pharmacy Practice
3:00-3:15 p.m.	Introduction to Butler University Police Department (BUPD) <ul style="list-style-type: none">John Conley, Chief of Public Safety
3:15-3:45 p.m.	Title IX overview <ul style="list-style-type: none">Rhyan Smith, Director, Office of Institutional Equity and Title IX CoordinatorJudie Conley, Associate Director for Institutional Equity – Civil Rights and Title IX Investigator
3:45-4:00 p.m.	Helping Students Succeed Part IV <ul style="list-style-type: none">Nii Kpakpo Abrahams, Senior Director Office of Student Experience and EngagementJulie Greger, Extended Access Student Success Coach, Office of Student Experience and EngagementHanako Gavia, Associate Director of Student Experience and Engagement

4:00-4:15 p.m.	Welcome and remarks from President <ul style="list-style-type: none"> Jim Danko, Butler University President
4:15-4:30 p.m.	BREAK and travel to reception
4:30-5:45 p.m.	New faculty welcome reception with President Danko, Interim Provost Jay Howard, and college administration (Dugan Hall fourth floor terrace and atrium) <i>Assorted hot and cold hors d'oeuvres, beer, wine, iced tea, water will be available</i>

Tuesday, August 19

8:45-9:15 a.m.	Check-in and continental breakfast, HR available for I-9 completion (Pharmacy Building 150) <i>Continental breakfast menu: yogurt and assorted toppings, fruit salad, bagels (gluten-free option will be available), hard boiled eggs, coffee, tea, juice, water</i>
9:15-9:45 a.m.	Overview of faculty development resources <ul style="list-style-type: none"> Natalie Carter, Director of the Center for Faculty Excellence and Senior Lecturer of English
9:45-10:45 a.m.	Introduction to Butler libraries <i>*If possible, faculty are asked to bring a laptop with them for this session.</i> Start in PB150 before moving to breakout sessions
10:45-11:00 a.m.	BREAK and return to Pharmacy Building 150
11:00-noon	Classroom technology overview – Group 1 (Start in Pharmacy Building 150, then to room 103) <ul style="list-style-type: none"> Brian Wilson, Audiovisual Specialist, Information Technology Megan Grady, Associate Director of Academic Partnerships, Online Education and Educational Technology <p>This session introduces the technology tools available in Butler classrooms and how to use them effectively to support teaching and student engagement. You'll explore practical ways technology can enhance lectures, activities, and overall learning experiences.</p> <p>Up and running with Canvas - Group 2 (Start in Pharmacy Building 150, then to break out spaces)</p> <ul style="list-style-type: none"> Evan Kinch, Coordinator of Technical Training, Online Education and Educational Technology (Introductory level training) Nick Wilson, Team Lead of Technical Learning Production, Online Education and Educational Technology (Intermediate/advanced training) <p>Get up to speed with Canvas, Butler's learning management system. Sessions are offered at both beginner and intermediate levels to help you organize content, communicate with students, and create dynamic learning experiences.</p>
Noon-1:00 p.m.	Lunch and social time, HR available for I-9 completion (Pharmacy Building 150) <i>Lunch menu: build your own bowl from the "Butler cantina" with cilantro lime rice, black beans, chicken or tofu, assorted toppings, tortillas, chips and salsa, blondies and brownies (vegan and gluten-free options will be available), lemonade, iced tea, water</i>
1:00-2:00 p.m.	Classroom technology overview – Group 2 Up and running with Canvas - Group 1
2:00-2:10 p.m.	BREAK
2:10-3:45 p.m.	Benefits overview (full-time faculty) (Pharmacy Building 156) This session will provide an informational overview regarding health, dental, vision insurance options, the tuition remission program, and retirement plans. Full-time faculty will then need to enroll in benefits via my.butler.edu within their first 30 days of hire. <i>Part-time faculty or full-time faculty who have already enrolled in benefits may leave at 2:00.</i>