



New Faculty Orientation

August 1 & 4, 2025, Cartersville Campus

August 1, Room A 135 (am) Room A 224 (pm)

August 1	Event
8:30-9:00 A-135	Welcome (coffee, water, snacks) <i>Dr. Josie Baudier, Director of CETL & Online Learning</i>
9:00-9:15 am A-135	GHC Leadership Welcome <i>Dr. Mike Hobbs, President; Dr. Sarah Coakley, Provost</i>
9:15-10:15 am A-135	Introductions & NFA Overview <i>Dr. Josie Baudier</i>
10:15-10:45 am A-135	GHC Policies & Procedure, Faculty Resource Guide, & Common Expectations of Teaching <i>Dr. Josie Baudier</i>
10:45-11:15 am	Break & Professional Pictures for campus directory <i>Brian Armstrong, Director of Digital Media Services</i>
11:15 am-12:00 pm A-135	Course & Syllabus Design (Simple Syllabus) <i>Dr. Josie Baudier</i>
12:00-1:30 pm Library	Luncheon for Administration & New Faculty <i>Brief Presentations:</i> <i>Laura Ralston, President of Faculty Senate</i> <i>Clifton Puckett, Coordinator of Student Engagement</i> <i>Jessica Osborne, Director of Library Services</i>
1:30-4:00 pm A-224	Course & Syllabus Design D2L Training <i>Dr. Josie Baudier</i> (Breaks when needed)
Optional Afternoon 4:00-5:00 pm	Continue to work on courses (A-224) Connect with Campus Resources <ul style="list-style-type: none"> • <i>IT support (A-170)</i> • <i>Parking pass from Campus Police (A-building foyer)</i> • <i>ID from Auxiliary Services (A-building hub)</i>

New Faculty Orientation, cont.

Aug 4, Room A-135

August 2	Event
8:30-9:00 am A-135	Welcome Back & Questions <i>Dr. Josie Baudier, CETL & Online Learning</i>
9:00-9:15 am A-135	Grades & Attendance Verification <i>Gina Floyd, Registrar</i>
9:15-9:30 am A-135	Payroll <i>Krissy Shanahan, Faculty Affairs Administrator</i>
9:30-9:45 am A-135	Disability Access <i>Kimberly Linek, Disability Access Specialist</i>
9:45-10:00 am A-135	Break
10:00-10:15 am A-135	Enrollment Management <i>Jennifer Hicks, Executive Director of Enrollment Management</i>
10:15-10:45 am A-135	Cybersecurity <i>Ian Fleming & Zach Middleton, Information Technology</i>
10:45-11:00 am A-135	Information Technology Support <i>Andrea Mathis, Manager of ITS Operations</i>
11:00 am-12:00 pm A-135	Closing, Questions
Optional Afternoon	Meet with Dean, Chair, Campus Resources

New Faculty Academy Monthly Meetings

Fridays, 9:00-12:00

Room A-232 Cartersville Campus

Meeting Dates:

Sept 12

Oct 3

Nov 7

Dec 5

Feb 6

March 6