



CAHS Initial Faculty Orientation
Methodology: On-line and Traditional Classroom
Target Audience: Newly Appointed CAHS Faculty

Purpose: Provide attendees general knowledge about CAHS administrative processes and operations, and key duties and responsibilities of appointed faculty members. Also covers FERPA, Grade Reporting, Grievance Process, and other relevant topics. Details on times and locations are disseminated within Academic Partners organizations.

- January 12, 2023
- February 15, 2023
- March 14, 2023
- April 12, 2023
- May 9, 2023
- June 13, 2023
- July 11, 2023
- August 10, 2023
- September 13, 2023
- October 10, 2023
- November 8, 2023
- December 12, 2023

Quarterly Faculty Development Training

Delivery Methodology: On-line

Purpose: To provide essential personnel with a general knowledge about the College of Allied Health Sciences' (CAHS) administrative processes including operations, duties, and responsibilities of appointed CAHS faculty members. Information on the preparation of documents and products required for program transition to the CAHS, thereby enabling the awarding of college credits, will be delivered.

Target Audience: All CAHS Appointed Faculty at the METC Branch Campus, Other Instructional Sites, and Additional Locations as well as Leadership Personnel (e.g. Service Leaders, Program Directors, Department Chairs, Deans). Leadership may or may not be CAHS Appointed Faculty.

Session Descriptions:

CAHS Faculty and Program Development Process – This session includes information and discussion regarding CAHS faculty appointment process, faculty roles and responsibilities as well as how a program transitions to the College of Allied Health Science.

Curriculum Development and Syllabus Creation – This session includes information and discussion regarding the development of CAHS curriculum to include understanding course numbers, conducting curriculum analysis for converting contact hours to semester hours and creating syllabus for new and existing programs.

Accreditation (Institutional and Programmatic) – This session includes information and discussion regarding Accreditation, to include the purpose, general requirements and process of both Institutional and Programmatic Accreditation.

Faculty Development Training Schedule and Link:

Sessions will be offered every 3rd Thursday of the month from **11:30 to 12:30 CST** presented through Microsoft Teams (USU version) via the following link: [Quarterly Faculty Development Training](#) Schedule and content are subject to change. ****NOTE:** If you are outside of the USU network you must enter the training session through the web browser.

Schedule:

First Quarter 2023

- 19 Jan – Accreditation (Institutional and Programmatic)
- 16 Feb – CAHS Faculty and Program Development Process
- 16 Mar – Curriculum Development and Syllabus Creation

Second Quarter 2023

- 20 Apr – CAHS Program Review / Revisions
- 18 May – CAHS Faculty and Program Development Process
- 15 Jun – Curriculum Development and Syllabus Creation

Third Quarter 2023

- 21 Jul – Accreditation (Institutional and Programmatic)
- 18 Aug – CAHS Faculty and Program Development Process
- 21 Sep – Curriculum Development and Syllabus Creation

Fourth Quarter 2023

19 Oct – Faculty Choice / Depending on Feedback from previous Training Sessions

16 Nov – Faculty Choice / Depending on Feedback from previous Training Sessions

21 Dec – Faculty Choice / Depending on Feedback from previous Training Sessions

Other Faculty Development Opportunities

Faculty Development Certificate Program

The Faculty Development Certificate Program administered by the USU School of Medicine is available to all USU faculty. To view full details on the program, please visit the USU School of Medicine website at the following link:

<https://medschool.usuhs.edu/about/faculty-affairs/faculty-development>

Center for Health Professions Education (CHPE) Distance Learning Lab

The Uniformed Services University Center for Health Professions Education (CHPE) which operates the Distance Learning Lab (DLL) offers workshops and other professional development opportunities for the College of Allied Health Sciences faculty members. All faculty members are invited and encouraged to participate. Announcements on training opportunities are disseminated within Academic Partners' organizations on a recurring basis.

Please send any questions regarding CAHS faculty to CAHSFacultyAppointments@usuhs.edu.