

An orientation for new full-time faculty will be held annually at the beginning of the fall semester. This orientation will be the responsibility of the Faculty Development Committee, the academic department deans, and other college personnel as needed. At a minimum, the orientation will include information about the following:

- A. Mission of the College
- B. Values of the College
- C. Curriculum of the College
- D. Role of the faculty member
- E. Organization of the College, including the role and functions of the major units of the College
- F. Academic Department Orientation--department policies, procedures, operations, instructional requirements, goals, objectives, personnel evaluation
- G. Human Resources--benefits, procedures, special requirements, payroll requirements, safety and security
- H. Confidentiality of Student Records

New full-time faculty will be informed by the academic department dean of the availability of the Pellissippi State Community College Policies. Each new full-time faculty member will be encouraged to read the academic, student, and personnel policies.

Each new full-time faculty member should be assigned a mentor from the academic department to assist with the transition to Pellissippi State.

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