Resources for New Faculty in the Art History Department

Getting Settled

Moving Expenses
Payroll
Social Security Number
Visas
Orientations
Housing
Parking and Transportation
Keys
Library Access and Chicago ID Card
Business Cards
Athletic Facilities
Maps
NSIT
Getting to Know the Area

Teaching and Course Information

Courses
Independent Study (Reading Course)
Ordering Course Books
Course Rosters
Chalk
Teaching Assistants
Course Assistant Job Description
Writing Intern Job Description
Scheduling Discussion Sections
Course Reserves
Course Enrollment
Instructor Consent to Add Courses
Class Visitors
Museum Visits
Social Events for Class
Scheduling Final Exams
Grades

Department Resources

Department Coordinator
Department Assistant
Photocopying and Printing in the Departmental Office
Visual Resources Center
Classroom Technology

Divisional and Campus Resources

Computers and Technology
Checking Voicemail Off Campus
Acquiring a Faculty Study Room
Hiring a Research Assistant
Copy Cards for Research Assistants
For more information on available Divisional resources, visit the Divisional Resources wiki