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