

PIRATES ABOARD!

NEWSLETTER #3

The **ROAD**
TO ECU

Travel Guide:
Complete the NFO 2024 Survey

On Location:
Welcome from Provost Coger

New Faculty Check Points:
Calendar, Syllabi, & Textbooks

What Drives Pirate Nation:
Universal Design for Learning

Buckle up as we continue down the Road to ECU! This week we ask that you please complete the NFO 2024 survey. We will also learn to maneuver the academic calendar, select textbooks, & hear about Universal Design for Learning.

- NFO 2024 Team

New Guides for June 20:



Travel Guide - Complete the NFO 2024 Survey by July 1, 2024

We need your help shifting into the final gear for the Road to ECU. Please complete the NFO 2024 survey by July 1st to help guide us to our final destination (NFO!).



[Click Here to Complete the Survey](#)



On Location - Welcome from Provost Robin Coger



New Faculty Check Point #1 - Academic Calendar

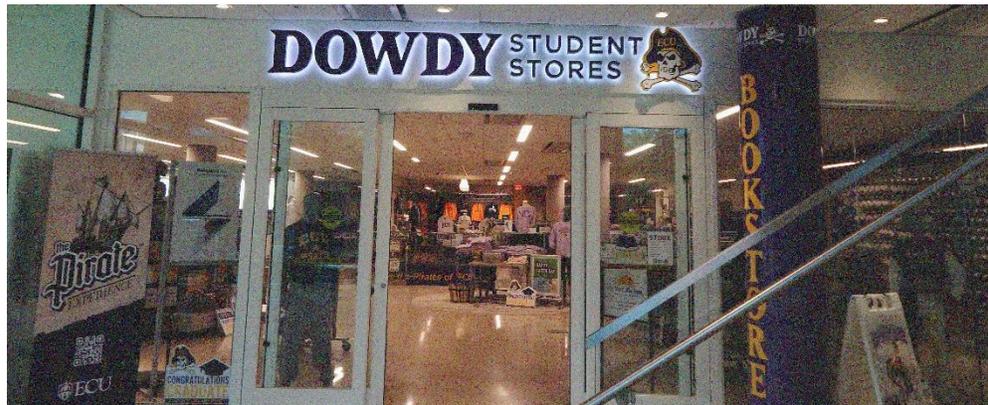
Calendars, Textbooks, and Syllabi, OH MY! The Academic Calendar is your fast-track to course success. You will need it to develop your syllabi and plan for the upcoming semester.

Fall 2024 Academic Calendar

Date	Description
March 22, Friday	Early registration for special populations begins at 1:00 pm.
March 25, Monday	Registration for Fall Semester 2024 begins.
August 1, Thursday	Graduate School application deadline for Fall (please check specific programs for their deadline)
August 7, Wednesday	Last day to pay without a processing fee by 5:00 p.m.
August 7, Wednesday	First schedule cancellation for anyone not paid by 5:00 p.m.
August 16, Friday	Faculty Convocation at 9:00 am; Faculty Meetings
August 16, Friday	Advising, registration and schedule adjustments
August 19, Monday	Classes begin; schedule adjustments.
August 23, Friday	Last day for registration and schedule adjustments (drop / add), by 5:00 pm
August 27, Tuesday	Second schedule cancellation for anyone not paid by 5:00 p.m.
August 30, Friday	Census Day (Official enrollment count taken at 5:00 pm.)
September 2, Monday	State Holiday (no classes)
September 15, Sunday	Last day to apply for graduation for Fall
October 5 - 8, Saturday - Tuesday	Fall Break -- Classes resume at 8:00 am Wednesday, October 9.
October 21 - 25, Monday - Friday	Advising for Spring Semester 2025
October 28, Monday	Last day for undergraduate and graduate students to withdraw from term-length courses or withdraw from school without grades, by 5:00 pm; block courses may be dropped only during the first 60% of their regularly scheduled class meetings.
November 1, Friday	Early registration for special populations begins at 1:00 pm.



New Faculty Check Point #2 - Selecting Textbooks



The first step in adopting textbooks is to determine if your unit uses the same textbooks for all sections of a course. If you are unsure, we recommend asking your unit chair.

If you need to select a textbook, you can use the Adoption & Insights Portal (AIP) associated with the [ECU Bookstore \(Dowdy Student Stores\)](#). Typically, the ECU Bookstore will send a

personalized email where you can submit a textbook adoption for each of your courses.



New Faculty Check Point #3 - Developing Course Syllabi

Developing course syllabi can feel overwhelming but we are here to help! The ECU Faculty Manual requires that certain information be available to students. All required material (& fun ideas!) can be found on the OFE's [Syllabus Resources](#) page and in the [Faculty Manual](#).

Helpful Info to Include about Your Textbook(s):

Title
ISBN
Specific edition required
Picture of the textbook

Of note: Some departments require a standardized and consistent format for syllabus development. We recommend checking with your department before developing your syllabi.



What Drives Pirate Nation - Universal Design for Learning (UDL)

This week, we will learn about [UDL](#) from Justin Littlefield. He explains how to plan engaging learning experiences for your students. He also discusses variability in learning, and how to ensure that learners gain knowledge and skills regardless of this variability.

UDL is guided by three principles:

1. Engagement
2. Representation
3. Action and Expression

In the video below, Justin will introduce UDL as well as how to begin incorporating these principles in your courses.



Directions to websites used in this newsletter:

1. NFO 2024 Survey - https://ecu.az1.qualtrics.com/jfe/form/SV_3OYUULxIDZE5Lb8
2. Academic Calendar - <https://facultysenate.ecu.edu/academic-calendars-2/fall-2024/>
3. ECU Bookstore (Dowdy Student Stores) - <https://ecu.bncollege.com/my-account/rental-order/orders>
4. Syllabus Resources - <https://ofe.ecu.edu/office-for-faculty-excellence/teachingresources/syllabus-resources/>
5. Faculty Manual - <https://www2.ecu.edu/facultysenate/currentfacultymanual/part6section1.pdf>
6. UDL with Justin Littlefield - <https://teachingtoolkit.ecu.edu/udl/> ; <https://youtu.be/cjDDUtCk6RY?si=sX1HJKrWx-PYxEW8>

As a reminder, you can visit the [NFO 2024 Road to ECU website](#) to view the *New Guides* released each week as well as access previously released content.

Please reach out if you have any questions by sending a reply to this email or emailing ofe@ecu.edu. Stay tuned for next week's new guides.

-The New Faculty Orientation (NFO) 2024 Team!