In litteris proficere volo, malo diligere Jesum

The Faculty Bulletin can be accessed directly from the Academic Affairs web page: http://concordia.csp.edu/academicaffairs/Faculty_bullettin/index.html. You may also access it by going to the Faculty/Staff Portal and clicking on “Academic Affairs”, and then clicking on “Faculty Bulletin”. The bulletin emphasizes faculty policy and business issues, upcoming events, professional development opportunities, and deadlines. News items for faculty and the rest of the Concordia community are publicized on the CSP portal and web site. Articles for publication in the Faculty Bulletin must be submitted via email to haeg@csp.edu at least 5 working days prior to publication. The submission deadline for articles in the next issue is Wednesday, June 24, 2015.

Theme for the 2014/15 Academic Year: “The Word became Flesh”
from John 1:14

Theme for the 2015 - 2016 Academic Year
“We are God’s Workmanship”
For we are his workmanship, created in Christ Jesus for good works, which God prepared beforehand, that we should walk in them. Ephesians 2:10 (ESV)

Book of the Year for the 2015 - 2016 Academic Year
Half the Sky
Turning Oppression Into Opportunity For Women Worldwide
by Nicholas D. Kristof and Sheryl WuDunn

Book of the Year for the 2014/15 Academic Year
Peace Like a River by Leif Enger
CSP Hosting Saint John’s Bible Heritage Program

The 2014/15 academic year at Concordia University is featuring a year-long educational emphasis related to the Saint John’s Bible Heritage Program. The program is described as “an international initiative for individuals and institutions to explore the artistic and spiritual beauty of The Saint John’s Bible. Through its primary offering, the Heritage Edition, communities around the world can use this gift of sacred art to ignite their spiritual imaginations for generations to come.”

The Saint John’s Bible is the first hand-lettered, artistically illuminated version of the Bible produced in the last 500 years. In 1998, Saint John’s Abbey and University commissioned renowned calligrapher and illuminator Donald Jackson to serve as artist and artistic director to produce the seven-volume Saint John’s Bible. Through the SJB Heritage Program, two of the seven volumes of this extraordinary work of faith, art, and culture will be displayed on campus from August 2014 through July 2015.

More information may be found at: http://libraryguides.csp.edu/sjb

Chapel Schedule

Summer Schedule

Monday through Friday 11:30 am

Calendar of Events

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event Description</th>
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</thead>
<tbody>
<tr>
<td>June 27– July 5, Sat-Sun</td>
<td>Holiday week, no classes</td>
</tr>
<tr>
<td>July 3, Friday</td>
<td>Independence Day Holiday – Offices closed</td>
</tr>
<tr>
<td>July 6 – August 21, Mon-Fri</td>
<td>Summer Session #2 (7 weeks)</td>
</tr>
<tr>
<td>August 20-August 23, Th-Sun</td>
<td>Move in days/Welcome Weekend</td>
</tr>
<tr>
<td>August 24, Monday</td>
<td>Classes begin for all traditional undergraduate students</td>
</tr>
<tr>
<td>August 28, Friday</td>
<td>Last day to add a full semester course</td>
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<tr>
<td></td>
<td>Last day to add or drop a first half semester course</td>
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<tr>
<td></td>
<td>without record</td>
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</tbody>
</table>

In litteris proficere volo, malo diligere Jesum
Blackboard's Summer Upgrades
The summer server upgrade will offer additional resources to our learning management system. This enhancement, along with the planned software upgrade will provide a more robust online learning experience for the upcoming fall semester and into the future as we prepare for strategic academic growth.

The new system improves video integration, grading features, calendar options, plagiarism detection, portfolios and data management. Together with the added features and technical resources, overall performance and efficiency will be improved. The timeline for this project is scheduled to take place during our technology break week (June 27th - July 5th). After the upgrade is completed, new classes will be created and instructors will be added to their upcoming courses so they can explore and take advantage of the new features.

We anticipate limited downtime during peak hours of usage, however the transition will require several reboots that will make all services temporarily unavailable.

If you have additional questions about the improvements feel free to contact the LMS team at lms@csp.edu

I.T. Department Warning: Beware of Phishing SPAM E-mails
Concordia has experienced an increase in bogus but official-looking e-mails asking users for their CSP username and password. The Information & Technology department has been working as quickly as possible with web sites found in these bogus e-mails to remove the malicious links. However, this process still allows for a potential security breach if someone falls victim to the scam. You should never tell anyone your username and password. As a resource, Google has a checklist they recommend to those whose account has been recently compromised. As a way to mitigate these type of security breaches the Concordia Information & Technology Department encourages all CSP users to use this checklist as resource regardless if your account has been compromised in the past.

Email Security Checklist
https://support.google.com/mail/checklist/2986618?hl=en&rd=1

Revised 2015 Course Syllabus Template Available on CSP Connect
The Course Syllabus Template located under the Faculty Resources Tab on CSP Connect has been updated to include the following section on Sexual Misconduct. Please make sure to include the following language as section XXI in your course syllabi:

XXI. A Note on Sexual Misconduct
Our school is committed to fostering a safe, productive learning environment. Title IX and our school policy prohibits discrimination on the basis of sex.

Sexual misconduct — including harassment, domestic and dating violence, sexual assault, and stalking — is also prohibited at our school.

Our school encourages anyone experiencing sexual misconduct to talk to someone about what happened, so they can get the support they need and our school can respond appropriately.
If you wish to speak confidentially about an incident of sexual misconduct, please contact Rev. Tom Gundermann, Chaplin at gundermann@csp.edu or at 651/641-8213.

If you wish to report sexual misconduct or have questions about school policies and procedures regarding sexual misconduct, please contact our school’s Title IX coordinator, Dr. Cheryl Chatman, at chatman@csp.edu or at 651/603-6151.

Our school is legally obligated to investigate reports of sexual misconduct, and therefore it cannot guarantee the confidentiality of a report, but it will consider a request for confidentiality and respect it to the extent possible.

As a teacher, I am also required by our school to report incidents of sexual misconduct and thus cannot guarantee confidentiality. I must provide our Title IX coordinator with relevant details such as the names of those involved in the incident.

For more information regarding student rights, policies, guidelines, campus and community resources, reporting information and contacts, please refer to www.csp.edu/reporting.

**Message from the Graduate Policies Committee & Institutional Review Board**

The Graduate Policies Committee (GPC) and the Institutional Review Board (IRB) or the formerly known Human Subjects Committee have adopted a University-wide initiative to standardize our approach to research and ethics and working with human subjects.

The program is known as the Collaborative Institutional Training Initiative or CITI for short. The program involves the certification of faculty in general research and ethics for working with human subjects. The CITI program is a self-paced course that covers the historical development of human subject protections, as well as current information on regulatory and ethical issues.

The GPC believes that this standardization will raise awareness of the importance of working with human subjects and add a consistent measure to our understanding. The GPC would like every graduate faculty member to go through the course and secure certification. The certification is good for three years. Please go into the CITI site to register and learn more about the program. The average learner spends approximately 4.5 hours to complete the Basic Course. **Graduate Faculty should secure certification on or before June 30th.** Please send me a screen shot of your certification number as soon as you have it.

In addition, the planning process is underway to include the CITI training in each graduate research course at Concordia, more to come on this later in the spring. Beginning this fall, all faculty and students will need their CITI certification number as part of the application process for Human Subjects. Contact Michael Walcheski for help accessing the course or with questions about CITI.  **To register:** https://www.citiprogram.org/

**Instructions to register:** http://citiprogram.desk.com/customer/portal/articles/1231781-new-learner-account-registration-2-0
The Registrar’s office, in conjunction with Admissions, is pleased to announce a new transfer tool. TES is an online solution for researching transfer credits, tracking evaluations and managing equivalencies. It offers the convenience of hundreds of catalogs at our fingertips, time savings of not reviewing the same course multiple times for different students, and management of course equivalency approvals.

Currently the focus is on building course equivalencies for general education courses from frequent sending schools within the MnSCU system. The next stage will focus on major and minor programs. If you are a program or department chair, you’ll be contacted in the future to review potential course equivalencies for your program and approve, deny, or select a different equivalent course.

We are excited to offer this transfer tool to you and appreciate your cooperation in building a powerful database for all to employ.

Dr. Marilyn Reineck Returns to CSP as Vice President for Academic Affairs
Concordia University, St. Paul is pleased to welcome back Dr. Marilyn Reineck to serve as CSP’s Vice President for Academic Affairs beginning June 15, 2015.

Faculty Scholarship Center

SAVE THE DATE:
Annual Faculty Retreat on Monday, August 17 and Tuesday, August 18

FACULTY SCHOLARSHIP AND SERVICE

Coming Soon
A new & improved process for reporting and tracking Concordia Faculty Scholarship and Service

*Until the new process is announced, please continue to send your scholarship and service records to Kathy Haeg at haeg@csp.edu.
**Audiovisual Problems or Issues**

Any audiovisual problems or issues in classrooms or meeting rooms should be reported immediately to Chad Horrmann at horrmann@csp.edu or (651) 245-2970 (cell).

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**IT Help Desk Hours**

<table>
<thead>
<tr>
<th>Summer Hours 2015</th>
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<tbody>
<tr>
<td>Monday – Thursday</td>
<td>9 am – 5 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>9 am – 3 pm</td>
</tr>
<tr>
<td>Saturday</td>
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<td>Sunday</td>
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**LIBRARY HOURS**

<table>
<thead>
<tr>
<th>SUMMER HOURS</th>
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<tbody>
<tr>
<td>Monday – Thursday</td>
<td>9:00 am – 6:30 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>9:00 am – 3:00 pm</td>
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<tr>
<td>Saturday</td>
<td>10:00 am – 2:00 pm</td>
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<tr>
<td>Sunday</td>
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<table>
<thead>
<tr>
<th>REFERENCE DESK HOURS</th>
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<tbody>
<tr>
<td>Monday – Thursday (on call)</td>
<td>10:00 am – 6:30 pm</td>
</tr>
<tr>
<td>Friday (on call)</td>
<td>10:00 am – 3:00 pm</td>
</tr>
<tr>
<td>Saturday</td>
<td>by appointment, chat</td>
</tr>
<tr>
<td>Sunday</td>
<td>Closed</td>
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