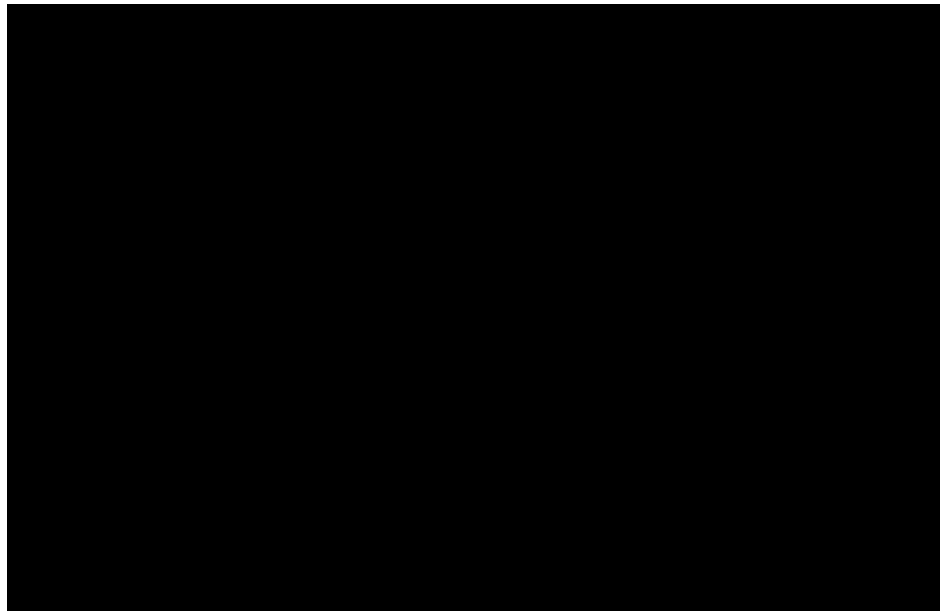




# MERRIMACK COLLEGE



## PROVOST BRIEFING

June 12, 2017

[www.merrimack.edu/provost](http://www.merrimack.edu/provost)

[www.facebook.com/merrimackprovost](https://www.facebook.com/merrimackprovost)

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***Here are some of this week's top stories and a look ahead.***

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- Open Office Hours with the Provost Moved to Tuesday - This Week Only
- CETL and Academic Technology: Blackboard Basics, June 15, July 11, and August 18
- Summer Fridays Begin, June 16
- June New Student Orientation Reminder
- Last IRB Meeting of Academic Year

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### **Open Office Hours with the Provost Moved to Tuesday - This Week Only**

**8:30 - 10:00 AM**

**Provost's Suite, Austin Hall**

The Provost will have open office hours for faculty to drop-in Tuesday, June 13, from 8:30 AM to 10:00 AM. Whether you have a specific topic or just want to say "hello," all faculty are welcome to visit.

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**CETL and Academic Technology: Blackboard Basics**

**June 15, July 11, and August 18**

**[Registration Link](#)**

Come with your syllabus and ideas to create or redesign your course in Blackboard. The first 30 minutes will cover the basics of setting up your course navigation, adding content folders, and setting up your grade center. The last 30 minutes, based on audience need will focus on specific areas such as discussions, group work, safe assign and rubrics.

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## Other Events this Week

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### June 13th

Open Office Hours with the Provost

8:30 - 10:00 AM

Provost's Suite, Austin Hall

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### June 16th

Summer Fridays Begin

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## Future Events

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### June New Student Orientation Reminder

Advising will take place on **Tuesday, June 20th** and **Thursday, June 22nd** from **9am-12pm** in the **Multipurpose Room of the Sakowich Campus Center**.

There will be a small training for faculty participants before each morning session.

If you have any questions or suggestions about June Orientation, please feel free to contact your school's representative on the Committee: Mary McHugh, Peter Ellard or Allison Pukala.

There will also be **Family Cocktail Receptions** on **Monday, June 19th** and **Wednesday, June 21st** from **5:30pm – 6:30pm** in the **Blue Line Club**.

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### Last IRB Meeting of Academic Year

June 26

1:30-3:00 p.m.

Provost Suite, Austin Hall

The final IRB meeting of this academic year will be held June 26th. All projects requiring a full review need to be submitted to the IRB by **Monday, June 19th** to be reviewed for the June 26th meeting. After the June meeting, the next meeting to review full proposals will not be until late August/early September. Please note that both exempt and expedited reviews will be reviewed regularly during the summer. If you have any questions please email the IRB at [IRB@merrimack.edu](mailto:IRB@merrimack.edu).

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