Welcome to Canisius College!

Overview

This guide is a quick reference for new faculty, full-time and part-time, at Canisius College. Although maintained by the Center for Online Learning & Innovation, here you’ll find links to resources from various offices that may be helpful during your first semester at Canisius.

Technology Tools

Canisius Links

Here are some additional resources worth bookmarking or entering into your phone’s contact list:

Public Safety: 716.888.2330

The Department of Public Safety is Canisius College’s security and law enforcement division. It’s a good idea to add their phone number to your mobile phone.

Here are additional helpful Canisius links:

The Academic Calendar.

The Dome: our faculty & staff newsletter. You will also receive a copy of Dome headlines in your email.

Course catalogs:

- Catalog.canisius.edu/undergraduate/
- Catalog.canisius.edu/graduate/

Campus Ministry & Mission and Identity. The foundations of our form of education.

Adjunct Faculty Handbook

Canisius College Policies
Log in to MyCanisius (my.canisius.edu), and in the lefthand
menus are links to nearly everything you’ll use day-to-day.

The Quick Technology Guide for Faculty & Staff covers all
the IT essentials for faculty.

Also helpful are:

Center for Online Learning & Innovation: here to help you with
technology for teaching, learning, research, and projects. See
the COLI on-campus training, meetup, & event calendar there.

Canisius College ITS: information on hardware, accounts,
printing, wi fi, and other technology on campus.

Book a virtual or in-person session with COLI to discuss your
specific questions related to teaching with technology:

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**Quick Technology Guide for Faculty & Staff**

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Resources for Teaching

**Slide Deck: Basics for Teaching at Canisius**

**View your rosters:**

Via MyCanisius

- Log into myCanisius using your user name and password
- Under “FACULTY SERVICES” select “My Course Roster”
- Select the roster to view from the drop-down list
- Once your roster finishes loading, scroll down to see
  information and pictures of your students
- To print a list of your students, click on the green “Export
  Roster to Excel” button and follow the prompts

In D2L, you can also download a simple roster in .csv format.

**View your teaching schedule with room assignment**

- Log into myCanisius using your user name and password
- Under “FACULTY SERVICES” select “My Teaching Schedule”
- Select the term and click on “Submit”
- You may print your teaching schedule by clicking the print
  icon at the top of that window

**Canisius College Identification Cards**

Canisius College ID cards are essential for students, faculty and
staff. For example, you use an ID card to print through the
public printers.

To obtain an ID card visit Public Safety in the basement of
Bosch Hall.

For those in the Wehle School of Business, there are syllabus
templates you can use to format your syllabi:

- Graduate Syllabus Template Ver - 8-24-2016.doc
- Undergraduate Syllabus Template 8-24-2016.doc

**Service-Learning**

As part of your course, your students can be women and men
for others in the Buffalo Community.

**Links to add to your syllabi**

Remember that you can rely on many resources provided by
the College to help your students. Put links in your syllabus so
your students know where to go for reference, support, and
guidance!

- Canisius Code of Academic Integrity:
  - Undergraduate: http://catalog.canisius.edu/undergraduate
    /academics/academic-policies/code-academic-integrity/
  - Graduate: http://catalog.canisius.edu/graduate/academics
    /academic-policies/#academicmisconducttext
canisius.edu/griff-center/
edu/student-experience/student-support-services/griff-center
  /accessibility-support
- Tutoring Center: https://www.canisius.edu/student-experience
  /student-support-services/griff-center/tutoring-services
- Quick Technology Guide for Students: https://wiki.canisius.edu
  /x/p4AAAQ

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Adjunct Office Suite
Adjunct faculty not otherwise assigned office space by their department or program may use the Adjunct Office Suite, Old Main 411.

Please contact COLI (716.888.8353) for the access code.