

Immersion Week FAQ – Discover Chicago 2019

When and where is the *Pre-Immersion Week Meeting*? The Pre-Immersion Week Meeting, mandatory for all teaching-team members, takes place on Thursday, August 29, from 10:00 a.m. till noon, in SAC 154.

What are the dates of Immersion Week? This year Immersion Week begins *after* Labor Day. It **starts on Tuesday, Sept. 3**, and runs **through Monday, Sept. 9**, minus the weekend! (Note: School of Music students will have a slightly different schedule.)

Where do we meet on the first day of Immersion Week (Tuesday, Sept. 3)? All students and teaching teams meet at 9:00 a.m. on the Lincoln Park campus in their assigned Immersion Week classrooms.

When is the Immersion Week BBQ? The Immersion Week BBQ takes place on the first day of Immersion Week in the Quad between 11:30 a.m. and 1:00 p.m. (We expect that during the week, students on the meal plan will be able to pick up lunch to go at the Lincoln Park Student Center, which will open at 7:30 a.m.)

Where will my class meet on campus during Immersion Week? For the duration of Immersion Week, all Discover Chicago classes are assigned a Lincoln Park classroom for their exclusive use; you will be notified when the assigned rooms are posted on campusconnect. Please note that typically this classroom will *not* be the same as your Autumn Quarter classroom; so be sure not to confuse the two. If you would like a Loop classroom for the rest of Immersion Week, please email firstyr@depaul.edu.

When are CTA passes distributed? They will be available for pick-up at St. Vincent's Circle during the BBQ lunch.

What is my budget? Your course budget is **\$850**. There is no separate budget for Immersion Week. So, this is the budget for the entire course. Please remember that receipts and invoices (original or scanned) must be received by **Financial Affairs**, at LASF@depaul.edu, within 60 days of service/purchase or by Tuesday, Nov. 26 — whichever date is **earlier**.

How do the hours break down for Immersion Week? During Immersion Week classes meet for a minimum of 32 total contact hours, of which 3 hours should be devoted to Common Hour. A half-day of Immersion Week must be given over to students to conduct their university business (i.e., Financial Aid, Student Records, ID Services, etc.).

What if there is an emergency during Immersion Week? Teaching teams **MUST call 911 first**; then file an Incident Report with Public Safety (LPC: 773-325-7777; Loop: 312-362-8400); and notify the Office of the First-Year Program (773-325-7573).

What BIG CHANGES are happening on Tuesday, Sept. 10? All Discover classes and teaching teams attend the inaugural **Blue Demon Welcome** (new student convocation) at Wintrust Arena. Classes will meet in their assigned Immersion Week LPC classrooms at 8:30 a.m. and travel together to Wintrust Arena, where the ceremony begins at 10:00 a.m. While Honors and School of Music students return to Lincoln Park (alternate service opportunities are arranged for them), all other sections participate in **New Student Service Day in the afternoon**. Following lunch provided at the convocation site, classes depart from Wintrust at noon for their service sites. Classes return to LPC by 5:00 p.m.

Where will my class be going on NSSD? A near-final list of service site assignments, addresses and contact information will be distributed at the Pre-Immersion Week Meeting. If you have questions in the meantime, please contact the coordinator in Mission & Ministry, Katie Sullivan (serviceday@depaul.edu; 773-325-4490).

Where can I find the 2019 Chicago Quarter Faculty Handbook and updates of this FAQ? They are available online. Go to go.depaul.edu/fyp, then click: FOR FACULTY > HANDBOOKS & RESOURCES. We ask that you bookmark the page rather than print out a hardcopy. This way you will have the latest information in a searchable document with a clickable table of contents and live links.

Any further questions? Contact the FYP: Munroe Hall, 2312 N. Clifton Avenue; 773-325-7573; firstyr@depaul.edu. You can also check out: go.depaul.edu/BlueDemonWelcome.