



Contracted Faculty of Practice FAQ

Below is a list of frequently asked questions you may encounter as a CFP.

1. Who do I contact for student mental health concerns?

Student mental health concerns can be directed to Student Accessibility Services and Health Services (sas@csp.edu).

2. Who do I contact for non-urgent student behavior concerns?

Student behavioral concerns can be directed to the following:

- *Concerns regarding attendance should be reported to Academic Advising (advising@csp.edu).*
- *Concerns regarding academic integrity, please complete the [Academic Integrity Reporting Form](#).*
- *Other concerns regarding students, please complete the [Concerned Student Reporting Form](#).*

3. Who do I contact for classroom management direction and/or concerns?

Classroom management direction can be provided by your Program Chair.

4. Who do I contact if a student is threatening me, the class, and/or University, or any other security concerns?

Immediate security threats can be addressed by calling CSP Security at 651-641-8777 (Emergency).



5. Where can I find resources on working with students on an accommodation plan?

Contact the [Student Accessibility Services](#) for guidance regarding a student accommodation plan.

6. Who do I go to for pedagogy/teaching strategies and technique direction?
Contact your Program Chair for pedagogy/teaching strategies and technique direction.

7. Who can I discuss trajectory goals for the department with?

Contact your Program Chair to discuss trajectory goals for the department.

8. I want to teach again next semester/year.

If you are interested in teaching again please contact your Program Chair and the Academic Contracting Team.

9. How is my performance?

Performance related questions can be directed to your Supervisor.

10. I have payroll questions.

Contact Brian Marek, Associate Director of Human Resources (marek@csp.edu) for all of your payroll questions.

11. Where can I find my pay stubs and W2?

Your pay stubs and W2 can be found under your Employee Profile in CSPConnect. If you have further questions please contact Human Resources humanresources@csp.edu.



12. How do I view and sign my contracts?

You will find your signed and unsigned contracts in CSPConnect under Employee Profile and Sign Faculty Contract. Additionally, Miriam Dekarski, Contracts and Records Specialist in Human Resources (dekarski@csp.edu) can assist you.

13. Where do I go for technical issues?

[The IT Help Desk](#) can assist you with technical issues, including but not limited to, CSP-software password resets, logging onto the VPN, Zoom, Blackboard issues, etc.



CONCORDIA ST. PAUL

Useful website links from CFP Orientation:

- [Athletic Events Webpage](#)
- [C.A.R.E. Guide](#)
- [CFP Benefit page](#)
- [Chapel Service Streaming via Facebook Live](#)
- [CSP Campus Map](#)
- [CSP Campus Virtual Tour](#)
- [CSPConnect Overview Video](#)
- [CSPConnect](#)
- [CSP Social Media](#)
- [CSP Website](#)
- [HR Holiday Calendar](#)
- [Parking pass request](#)
- [Welcome Video from President Friedrich](#)