Career Advancement Workshops

**Going Up for Full**
**Wednesday, February 22, 3:30-5:00, Modern Languages, Room 310, RSVP here.**
This workshop will include panel and table discussions of how to document your programs of work. We will discuss how to document your leadership of administrative and service initiatives to demonstrate impact. The discussion will take note of The Modern Language Association’s *Standing Still* survey of the career patterns of associate professors, including female faculty. Female faculty sometimes face disproportionate service demands that can delay advancement to full professor, as discussed in *The Ivory Ceiling of Service Work* and in broader accounts of the challenges facing mid-career faculty such as “Why are associate professors so unhappy?”

**Making a Statement**
**Thursday, March 30, 8:00-9:30, Old Main Building, Silver and Sage Room, RSVP here.**
To get started on preparing the Candidate Statements that introduce Promotion Dossiers, participants in this workshop will work in small groups to discuss sample Candidate Statements. Candidate Statements are vital to outlining the impact of candidates’ service, teaching, and research. They play an especially important role in documenting the sorts of community-based scholarship, partnerships, and outreach that are highlighted in our Inclusive View of Scholarship. Candidate Statements provide an opportunity for associate professors to discuss their institutional leadership and impact.

**Promotion Opportunities for Faculty not on the Tenure Track**
**Tuesday, April 4, 8:30-10:00, Old Main Building, Silver and Sage Room, RSVP here.**
UHAP Chapter 3 was recently updated to clarify promotion processes and possible timelines for faculty not on the tenure track. This workshop provides a hands-on opportunity to learn about resources and strategies for engaging in conversations with supervisors about promotion. The Faculty Senate’s Nontenure Track workgroup will discuss some of the issues that have been raised by faculty across campus, and go over the kinds of materials you may want or need to prepare for a promotion review. Additionally, experienced heads will offer advice on how to use the promotion review process to document your contributions and effectiveness.

**Preparing the Promotion Dossier**
**Thursday, April 13, 8:00-9:15, Koffler Building, Room 218, no RSVP required.**
The Annual Workshop on Promotion, Tenure, and Continuing Status provides an overview of the review process for candidates, committee members, staff, and administrators. We will review the parts of the dossier and the ways they can be used to document and assess the quality and impact of candidates. To get the most out of the workshop, participants should review our Guide to the Promotion Process and the Promotion Dossier template.

**Using Teaching and Outreach Portfolios to Document Impact**
**Wednesday, April 26, 8:30-10:00, Old Main Building, Silver and Sage Room, RSVP here.**
The University’s Inclusive View of Scholarship recognizes the integral relations among research, teaching, service, and outreach. To enable candidates to document their broader contributions, promotion dossiers include teaching portfolios, protocols for classroom observations, and an optional service and outreach portfolio, which candidates can use to document their broader leadership. In this workshop, we will also note our support for preparing teaching portfolios.

Cosponsored by the Office of Faculty Affairs and the Office for Diversity and Inclusive Excellence
Diversity in the Classroom Workshop Series

Reducing Unconscious Bias & Micro-Aggressions in the Classroom
Wednesday, March 1, 12:00-1:30, ILC, Room 119, RSVP here.
Given increasingly diverse classrooms, how can faculty and instructors reduce unconscious bias and micro-aggressions? Unconscious bias is pervasive, with nearly all people displaying unintended biases toward certain groups. After a brief introduction to the research, we will consider strategies for addressing students’ unconscious biases and micro-aggressions and offer teaching and assessment strategies that reduce the impact of our own unconscious biases.

Tools for Effective Conflict Management in the Classroom
Wednesday, March 8, 12:00-1:30, ILC, Room 119, RSVP here.
Faculty in a wide range of fields face challenges with broaching controversial issues and may sometimes feel at a loss for how to address these challenges. How do you engage diverse ideologies, cultures, identities, personalities, and communication and conflict styles effectively, in a way that promotes a respectful, inclusive, and collaborative learning environment? Come find out in this engaging session offering important tools for bridging differences in the classroom and beyond.

Designing Effective Courses for Diverse Learners
Wednesday, March 22, 12:00-1:30, ILC, Room 119, RSVP here.
Students from a wide range of backgrounds who have different learning preferences, languages, and disabilities are enrolling at the University in increasing numbers. Students from diverse backgrounds raise questions about cultural assumptions and modes of instruction that can help us expand our understanding of effective teaching. Universal design and backward design offer conceptual frameworks for making classes clearer, more accessible, and more flexible, while maintaining academic rigor and minimizing the need for individual accommodations. Join us to discuss how you can design more inclusive courses and classrooms.

Serving Our International Students: Perspectives on Different Classroom Expectations
Wednesday, March 29, 12:00-1:30, ILC, Room 119, RSVP here.
We will explore the pedagogical and cultural implications of the fact that the University now has more international students than ever. This workshop will compare typical US classrooms to classrooms in other countries to help the audience understand the different approaches to education. Suggestions will be offered to bridge the gap between styles and build understanding between people to help classes run more smoothly. These suggestions also help address differences in personality and learning style.

Earn a Leader in Classroom Diversity & Inclusion certificate by attending all four Diversity in the Classroom workshops! Details:
- Upon successful attendance of all four workshops, attendees will earn a certificate of completion.
- A certificate soft copy will be emailed to attendees for their records.
- Attendees must RSVP prior to the event using the RSVP links.
- Attendees must be present for the entire workshop, signing both in and out.
- Workshops do not qualify for academic credit.
The Office of Diversity and Inclusive Excellence (ODIEX) and the Office of Faculty Affairs invite faculty to participate in the Diverse Faculty Career Discussions. Although these discussions are designed to address common challenges faced by particular groups, we welcome faculty from any background to attend.

**Semester Kickoff Networking Happy Hour**  
**Thursday, February 2, 5:00-7:00, Vine Avenue Annex, Room 102, [RSVP here]**  
A new committee has formed to increase the diversity of our faculty and to support diverse faculty members. This happy hour will give faculty the opportunity to meet with committee members informally to provide feedback on what the UA is doing well and what issues need to be addressed. This event will also provide attendees with the opportunity to meet and network with faculty from across campus. Food and wine will be provided.

**Rethinking Mentoring: Building Peer Communities for Accountability and Support**  
**Wednesday, February 22, 12:00-1:00, Administration Building, 7th Floor, Regents’ Room, [RSVP here]**  
Research shows that faculty with mentors are more likely to have top-tier publications and external funding, as well as report greater career satisfaction. Research also shows peer mentoring can be just as effective as traditional mentoring. In this career discussion, we will discuss research-based strategies for getting the most out of your mentoring relationships and how to build and sustain peer mentoring communities. Attendees can also share strategies and challenges from their own experiences. Attendees will receive copies of the UA Mentoring Guidebook, which summarizes the research on best practices for faculty mentoring.

**Developing Productive Writing Habits**  
**Thursday, March 9, 8:30-9:30, Administration Building, 7th Floor, Regents’ Room, [RSVP here]**  
Diverse faculty often face incredible demands on their time due to student mentoring, extensive service work, and work within the larger community. How can you ensure writing for publication still gets done? We will discuss strategies shown by research to increase academic research productivity. Participants will also be invited to share strategies they have found useful in their own careers.

**Faculty Diversity: Recruiting, Retaining, and Building a Pipeline**  
**Friday, April 14, 12:00-1:00, Administration Building, 7th Floor, Regents’ Room, [RSVP here]**  
Lunch will be provided.
This discussion will address the following questions: What are promising practices for recruiting, retaining, and building a pipeline of diverse faculty candidates? What are the most common challenges faced by universities? What is the UA currently doing? What could the UA be doing that it currently isn’t? What can individuals do to make a difference? Members of the Diversity Coordinating Council will attend to answer questions and learn from the attendees. Lunch will be provided.
Commission on the Status of Women (CSW)  
Faculty Affairs Workgroup

First Friday Faculty Lunches

Lunches are being offered on the first Friday of the month to facilitate the networking of faculty from across campus. These networking luncheons can potentially create self-sustaining interdisciplinary peer networks. In peer networks, faculty members discuss challenges, share information and brainstorm on how to address them. Peer networks also offer collaborative opportunities for both junior and midcareer faculty, and offer opportunities to create friendships.

Lunch will be provided, and faculty can stop by between noon and 1:00 p.m. as their schedule allows. Faculty are advised to bring their business cards to facilitate networking.

- Feb 3, between noon and 1:00, Admin Building, 7th Floor, Regents’ Room, RSVP [here](#).
- Mar 3, between noon and 1:00, Admin Building, 7th Floor, Regents’ Room, RSVP [here](#).
- Apr 7, between noon and 1:00, Admin Building, 7th Floor, Regents’ Room, RSVP [here](#).