Career Advancement Workshops

Going Up for Full
Friday, February 23, 8:30–10:00 am, Biological Sciences West Building, Room 301, 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
Wednesday, February 28, 8:00–9:30 am, 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.

Preparing the Promotion Dossier
Thursday, April 12, 8:00–9:15 am, Old Main Building, Silver and Sage Room, 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
Monday, April 23, 3:00–4:30 pm, 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.

Promotion Opportunities for Faculty not on the Tenure Track
Wednesday, April 25, 2:00–3:30 pm, 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.
Diversity in the Classroom

Designing Effective Courses for Diverse Learners
Friday, March 2, 12-1:30, Modern Languages, Room 413, RSVP required
Students from a wide range of backgrounds who have different learning preferences, languages, and disabilities are enrolling in 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
Friday, March 16, 12-1:30, Modern Languages, Room 413, RSVP required
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.

Difficult Issues & Hot Topics: Engaging Controversies as Learning Opportunities
Friday, March 23, 12-1:30, Modern Languages, Room 310, RSVP required
Against the backdrop of public debates framed around polarizing sound bites, faculty are often pressed to reframe controversial issues in more nuanced ways in the classroom. Faculty in a wide range of fields face challenges with broaching controversial issues and may sometimes feel at a loss at how to address these challenges. In this session, we will discuss strategies for creating space in the classroom that fosters critical thinking, reassessments of received assumptions, and engagements with diverse standpoints.

Reducing Unconscious Bias & Micro-Aggressions in the Classroom
Friday, March 30, 12-1:30, Modern Languages, Room 310, RSVP required
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 towards 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.

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.

Cosponsored by the Office of Faculty Affairs and the Office for Diversity and Inclusive Excellence
Commission on the Status of Women (CSW)
Faculty Affairs Workgroup

Workshop

Sage Advice for Selecting Service
Friday, March 16, 9:00-10:00 a.m., Student Union, Santa Cruz Room, RSVP required
Breakfast provided.
Tom Miller, Vice Provost for Faculty Affairs, will lead a workshop addressing issues related to gender, service, and promotion. Research shows that women are disproportionately asked to do service. This workshop will help faculty determine which kinds of service are most valued or important as they seek tenure and promotion, how to characterize service opportunities as in line with research and teaching goals, and when and how to say “no” to service opportunities. We will also consider how to be nominated for higher status committees. While this workshop will be informed by the research on gender disparities in service loads, all faculty interested in learning more about service are welcome to attend. There will be ample time for attendees to ask Vice Provost Miller questions.

First Friday Faculty Networking

Events are being offered on several Fridays this semester to facilitate the networking of faculty from across campus. These networking opportunities can potentially create self-sustaining interdisciplinary peer networks. In peer networks, faculty members discuss challenges, share information and brainstorm on how to address them. These events also offer opportunities to create friendships. Faculty can stop by within the time frame of the events as their schedule allows.

- **Friday Faculty Breakfast**: Feb. 2, 8:30-9:30, Student Union, San Pedro Room, RSVP required. Breakfast will be provided (vegetarian and gluten-free options).
- **Friday Faculty Happy Hour**: March 2, 4:00-6:00, RSVP required. Gentle Ben’s. Appetizers and non-alcoholic drinks will be provided, but guests must purchase their own alcohol.
- **Friday Faculty Lunch**: April 6, 12:00-1:00 pm, Student Union, San Pedro Room, RSVP required. Lunch will be provided (vegetarian and gluten-free options).