

WIN Pre-tenure Mentoring Event
December 14, 2010
12PM
9th Floor Photonics

Panelists: Karl Ludwig (Physics); Kim McCall (Biology);
Rick Averitt (Physics); Julie Sandell (APFD)

Welcome (Sheryl Grace)

- In the Spring 2011 there will a 1-on-1 CV feedback event.

Panelist Karl Ludwig (Physics)

Structure of the Review Process

- Review process is both departmental & university wide.
- During the university wide review the University Appointments, Promotion and Tenure (UAPT) committee serves as an independent review to see if the department “got it right”.
- Each case gets assigned to a subcommittee.
- Application & case information is discussed at the subcommittee and then at the full committee level.
- At the UAPT level there are no classroom visits
- The UAPT writes a report that is advisory to the Provost, where as the department-level committee writes a report that is advisory to the Dean.

Elements of the Review

- Reviewers are looking for “reasonable service” at the department level and service to the profession.
- Diversity in the classes you have taught does not have to be too expansive but rather it is more important to demonstrate that you can teach a few classes successfully.
 - It is important to provide reviewers with context by explaining what the expectations are within your department as this varies across departments.
 - Ideally your chair should be providing this information but this is not always this case.
- Demonstrating active grant support for research and a high quality research program is most important.
- In addition publications, independent authorship, high quality articles without senior collaborators. Again it is important to provide reviewers with information concerning the order of authorship and for co-authored papers, information concerning your contribution.
- Independent outside letters of recommendation.
- Finally, doctoral students on their way to finishing their degrees.

Letters of Recommendation

- Candidates can only suggest three names for letter writers, and since these suggested individuals are generally considered biased it is best to list three obvious choices. Examples include post-doc advisors and collaborators.
- Dean requests all the letters and the department is able to make suggestions.
- One way the department seeks out letter writers by:
 - Looking at papers in which you are cited most often
 - Abstracts from meeting booklets
 - Calling a leader in the field
- Ideal letter writers are:
 - In your field
 - Minimally an associate professor
 - Peer in the industry
 - Should be familiar with your work
- Guess who might be selected and network
 - Go to conferences and meet leaders in your field
 - Send papers to leaders in your field
 - Invite leaders in your field here for seminars
 - Say yes to reviewing papers and being on grant panels
- Make it easy for the letter writers
 - Provide detailed context
 - Explain the teaching load norms in your department
 - List all of your papers & spell out your contributions
 - Keep your website up-to-date
 - List classes students take for research credit as courses
- In absence of departmental representation on the UAPT
 - Explain the norms for the position of your name on a publication in your field
 - Explain the norms for number of publications for your field.
 - Explain the role of collaborators on your papers.
 - Explain the impact of the publication in your field
 - Keep in mind a reader who isn't in your field when explaining the significance of your accomplishments.

Rick Averitt (Physics)

More on Letters of Recommendation

- Dean requests all the letters and the department is able to make suggestions.
- Be active in your field.
- Go to a lot of conferences.
- Publish high quality papers.
- Participate in activities that give you external visibility.
- Your dossier will be sent out by the Dean when soliciting letters so include as much CV information as possible.

Tips for Putting Part II Together

- Make Binders (or electronic folders): Teaching, Service, Grants, Publications
- Keep track of everything:
 - Papers
 - Abstracts
 - Course Syllabi
 - Press Communications
 - Conferences posters on which your name appears
 - Grant Applications (for both funded and non-funded proposals)
- Be organized.
- Seek feedback along the way – visits to the classroom.

Julie Sandell (Associate Provost for Faculty Development)

Julie is available to meet at any time for questions and suggestions.

Tenure Deadline Extensions

- If your lab isn't ready on time
- Maternity leave
- UAPT tries to contextualize productivity with in the time when leave wasn't applicable.

Rumors About New Standards for Tenure

- A group is looking at the tenure process at BU. Changes to the way cases are considered include:
 - College APT and UAPT will considering promotion to Full Professor cases first, followed by Assistant to Associate.
 - This will not affect junior faculty members.
- Boston University continually strives to be a better University.
- The individuals promoted are selected to raise the bar for the University.
- Standards are always going up but this is happening on a long-term time scale.
- Denial rates have not been going up.

- New faculty are hired with the expectation that they will be tenured and that they will be successful.

Additional comments from the floor :

Committee Membership

- Whether people from your department are included or excluded from your committee depends on your School/College.

More on Part II

- You can update your Part II to reflect recent publications and citations.
- Explain the impact factor of journals
- Explain your contributions to a paper as well as your role in mentoring your students if the student is the first author: after citation, describe your efforts in a couple of sentences

Teaching

- A smaller number of demonstrated successful classes taught is more important than a huge list of courses taught
- A blend of both graduate and under graduate courses
- Don't wait until the last minute to teach an undergraduate course.
- Look at your teaching evaluations
 - If you don't get good evaluations the first time around, demonstrate improvement.

Networking

- Attend conferences and show leaders your work. Communicate what you are doing.
- Get yourself known.
- Look beyond national reputation to international reputation.