

COMMITTEE ON CAREER ADVISING

Annual Report, 2023-24

To: Academic Senate, Santa Cruz Division

Introduction

The Committee on Career Advising (CCA) met every other week throughout the academic year to conduct business regarding their charge to develop, implement, and evaluate mentoring activities that enhance the likelihood of faculty promotion and retention. The committee was fully staffed for winter quarter. CCA did not have a Physical and Biological Sciences representative in fall and spring quarters, but despite this, CCA had a productive year. A brief overview of the committee's notable work in 2023-24 is provided below, followed by suggestions for the 2024-25 AY committee.

I. New Faculty Welcome Day (NFWD)

Jody Greene, Associate Campus Provost for Academic Success (ACPAS) and CCA Chair Kimberly Helmer hosted the New Faculty Welcome Day (NFWD) on Friday, September 22, 2023 at the UCSC Arboretum, Horticulture II.

Agenda items for the event included: Land Acknowledgement, Welcome and Introductions from the ACPAS, CCA Chair, Vice Chair of Academic Senate, Campus Provost and Executive Vice Chancellor Kletzer, Santa Cruz Faculty Association (SCFA) Executive Board Members, Welcome by Chancellor Larive, Faculty Equity Advocates, and "Getting Started with Your Research" roundtables by division. The event ended with an optional Happy Hour Reception co-hosted by the Office of the CP/EVC and CCA and included a mid-day Arboretum Tour.

The NFWD was very well attended and the informal feedback received from the attendees was very positive. Slides for the event were updated to include "Santa Cruz by the Numbers" with data about our students and new faculty. The Office of Research also reduced its presentation and simplified their slides to reduce overwhelm. As CCA partners with the Office of Research in the fall quarter, we believed that information would be better covered in that event. Additionally, since faculty would be meeting with Divisional Chairs and their research specialists, we believed that a shortened research presentation would be better as the divisional breakouts could be more focused on particular needs and questions.

The New Faculty Welcome Day event was preceded by the Teaching Academy, a workshop sponsored by the Teaching and Learning Center (TLC) during which new faculty spent two days being introduced to the instructional landscape at the University of California, Santa Cruz. Topics included research and evidence-based approaches to:

- Equity-minded teaching practices
- Active learning strategies for lectures and seminars
- Assignment and assessment design
- Resources for supporting students facing academic and personal challenges

- Supporting Student academic integrity
- Teaching with technology for in-person and online courses
- Working with TAs and other members of the teaching team
- Mentoring graduate students

II. Faculty Mentorship Program

CCA oversees the Faculty Mentorship Program (FMP), in which new faculty are matched with volunteer faculty mentors outside of their departments or programs, but usually within their divisions based on research-teaching-service interests. CCA reached out to potential mentors in June of 2023 to confirm interest in participating and to gather information about mentors that was shared with prospective mentees. CCA found this more effective than soliciting mentors in early fall. To facilitate matches, CCA gathered information on mentor research and teaching interests, self-identified mentorship strengths, campus service experience, child-care/elder-care experience (a new category), and participation in networking groups. Mentees were invited to submit up to three mentor choices, which CCA used to facilitate the matching process. Most mentees who filled out the form were matched with one of their top two choices. Additionally, several potential mentors from Baskin Engineering (BE) volunteered in Fall, which was an area of need. CCA often has returning mentors from year to year. New faculty were given the option to opt into the FMP and not be automatically assigned a mentor (per past practice). Also, mentor-mentee assignments were sent to mentors and mentees before they were finalized to allow the mentors to weigh in on decisions.

During the 2023-24 academic year there were 59 new academic hires. Of these new faculty, 31 elected to be matched with a mentor, 23 did not reply, and 5 were hired after the matching had ceased. This year, CCA offered matching options to new faculty in both early fall and winter quarters, as there was concern that new faculty may have been overwhelmed in their first quarter and not have been able to respond to the FMP call. We will most likely continue to offer a winter match, but we did encounter some difficulties finding additional mentors. Five more winter mentee pairs were eventually matched.

This year CCA made several matches outside of a mentee's division based on personal experience or identity (e.g., Diversity Equity and Inclusion (DEI) issues). These matches were based on mentees' desire for this specific type of mentorship rather than, or in addition to, research, teaching, and service. Thus, CCA informally reached out to some mentors to inform them of these specific mentee needs or requests. CCA strongly suggests making this a part of the official process for next year. However, these specific requests proved challenging to accommodate as more and more faculty are requesting this sort of mentorship.

In fall, CCA contacted mentors and mentees about their initial meetings. The committee endeavored to make the relationship and expectations clear for both parties, though we need to consider additional approaches for making mentors show greater accountability. Mentors and mentees were encouraged to meet once per quarter to discuss research, teaching, and service. CCA also recommended FMP matches attend one FMP social or workshop together.

Whether or not they signed up to participate in the FMP, new faculty received invitations to CCA events. While returning FMP pairs continue to receive event invitations and CCA resources,

returning FMP pairs do not frequently participate in CCA events, which tend to offer similar content each year. In total, the 2023-24 program had 100 FMP pairs on the roster (new and returning).

III. Social Events

Fall Social

On November 9, 2023 CCA held an in-person Meet & Greet at the University Center Rotunda and Levin Lanai for mentor-mentee pairs to meet one another and others. The event was attended by new faculty, experienced mentors, CCA Chair, and Analyst. Department Chairs of mentees were also invited to attend. One chair mentioned he appreciated the invite as it made him aware of CCA events and that he would then encourage his new faculty to attend. The event was primarily social with a brief welcome from the CCA Chair. CCA also invited a student classical guitarist to play during the reception in order to create an elegant but inviting atmosphere. CCA Chair also brought speakers and a playlist to play after the guitarist left in order to create a festive mood. Appetizers and beverages were provided by campus catering. CCA encouraged participants to attend even if their mentor/mentee could not. This extended invitation afforded new faculty to engage with other mentors and new faculty members. Approximately 20 people attended, including CCA Chair. Attendance was lower than expected based on RSVPs, which was most likely due to protest-related traffic and blockages that occurred on campus the same day. CCA spent approximately \$1,500.00 on this event.

FMP Winter Social

On February 27th from 10:00 – 11:30, CCA and the Library co-hosted an in-person winter social held at McHenry Library's Digital Scholarship Commons. The event included information about research support, author services, teaching and course material support, and a tour of the TLC, Special Collections, and Archives. CCA provided a light breakfast. There was significant time for FMP participants to socialize and connect successfully. Approximately four FMP members attended as well as library staff and new faculty not in FMP. CCA was surprised by poor attendance as 29 people RSVP'd affirmatively. CCA recommends this event to be hybrid in the future to increase attendance. Greater consultation with the Library staff on the material covered may be helpful for future events – for example, the presentations to the full group could be shorter, allowing for more Q&A time on specific topics in smaller groups. In the future, this event could be included as part of TLC's Teaching Week. The social was facilitated by CCA member Chen Qian. CCA spent approximately \$430.00 on this event.

Spring Social

Please see Section V for Spring Social discussion.

IV. Quarterly Workshops

CCA hosted five workshops with our campus partners and invited guests during the academic year. These included: Campus Research Resources, Paths to Tenure (2), Writing Personnel Reviews, and Writing and Wellbeing Writing Retreat. New workshop programming will be discussed in Section V.

Workshop on Campus Research Resources

CCA and the Office of Research co-hosted a high-flex *Research Workshop* on Tuesday, December 12 from 2:30 – 4:30 pm, which included catered refreshments provided by CCA. The event was held in Humanities-2-Rm-259 and D-Ten simulcasted. Presenters from the Office of Research included: John B. MacMillan, Vice Chancellor for Research; Mark De Los Reyes Davis, Vice Chancellor, University Relations and President of the UC Santa Cruz Foundation. The goal of the workshop was to provide a bird's eye overview of the research landscape at UC Santa Cruz, including a brief presentation on the ecosystem of research support; how research is defined; and University Relations support for faculty. The workshop also included a Divisional faculty panel who discussed strategies for finding research resources and managing projects on campus and beyond. The faculty panel included: (Soc Sci) Barbara Rogoff, UC Santa Cruz Foundation Distinguished Professor, Psychology; (HUM) Mark Amengual, Associate Professor, Languages and Applied Linguistics and LAAL Dept. Chair; (PBSci) Roxanne S. Beltran, Assistant Professor, Ecology & Evolutionary Biology Department; (ARTS) Jennifer Parker, Professor, Art Department, founding Director of the OpenLab Collaborative Research Center; (BSOE) Marco Rolandi, Professor, Electrical and Computer Engineering; and Chen Qian, Computer Science and Engineering. Presentations and Panel Discussion were facilitated by Chair Helmer. The event was intended to serve as the first in a series of events supported by the Office of Research, but CCA did not confirm if other events occurred. Slides and a recording of the workshop were posted for those unable to attend to view asynchronously.

CCA recommends that if the event were to occur again in person that we require that presenter slides be provided prior to the event due to tight program timing. Additionally, as in the past, divisional research liaisons had been invited to the event. However, representatives had a meeting conflict and most could not attend. As there wasn't sufficient time for representatives to introduce themselves, their meeting conflict was a blessing in disguise. The research workshop continues to be a work in progress and CCA would like to further discuss how it can be improved, including better ways to include (or not) divisional research support. The faculty panel and in-person socializing were event highlights. CCA spent approximately \$200.00 on this event.

Workshop on Preparing for Tenure

CCA partnered with Jody Greene, Associate Campus Provost for Academic Success (ACPAS), to host a *Path to Tenure Workshop* on Friday, March 8 from 2:30 – 4 pm, presented on Zoom. Other invited presenters included Herbie Lee, Vice Provost for Academic Affairs (VPAA), Committee on Academic Personnel (CAP) Chairs Maureen Callanan and Susan Gillman, a divisional faculty panel, and APO's Ibukun Bloom. The Faculty Panel included: (Arts) Amy Mihyang Ginther, Associate Professor, Performance, Play, & Design; (ARTS) Kyle Parry, Associate Professor, History of Art/Visual Culture; (PBSci) Pedro Morales-Almazan, Associate Teaching Professor, Mathematics; (Soc Sci) Cecilia Rivas, Associate Professor, Latin American & Latino Studies.

Moderator and CCA Member Fernando Leiva provided a brief introduction and welcome. ACPAS Greene gave an overview of the tenure process and who reviews personnel files. This year, as a first-time invite, VPAA Herbie Lee presented information on research and service expectations for tenure. CCA noted these presentations were rich in up-to-date information that was highly valuable. In the future, additional time should be allotted for this segment of the workshop. CAP Co-Chairs Maureen Callanan and Susan Gillman, made recommendations on effectively presenting faculty work in Personal Statements. Senior Analyst Ibukun Bloom briefly introduced the role of the Academic Personnel Office (APO) in the tenure review process. Faculty panelists

discussed their experience with the tenure process and gave advice. As usual, participant questions were solicited prior to the event and also taken during the workshop. Questions from attendees included:

- As a teaching professor, I'd like more details on how my research and service will be evaluated. Also, what metrics will be used to evaluate my teaching?

Overall, the format of the event was very successful and well attended with 38 participants. To improve the event, CCA recommends that attendees be advised to join the Zoom workshop promptly. Members also felt the introduction script could be shortened to save time. CCA also agreed that the inclusion of Herbie Lee should continue. It was agreed that including a Teaching Professor on the faculty panel (a first) to be a good addition that should be continued. CCA continues to be mindful of supporting and including all senate faculty appointments.

Workshop on Preparing for First Personnel Reviews

On Zoom, CCA and ACPAS Jody Greene co-hosted *Preparing for Your First Personnel Review* on Tuesday, May 23rd from 9:50 – 11:20 am. Moderator and CCA Member Karolina Karlic provided a brief introduction and welcome. Jody Greene's presentation included: the stages of the personnel process; how to use the personal statement to represent relevant activities; and strategies for documenting teaching. VPAA Herbie Lee presented expectations of the first-year review process; an overview of the Divisional Dean's authority; how to present research and demonstrate research progress; and how to include DEI items. CAP Co-Chairs Maureen Callanan and Susan Gillman included additional information on what is expected in the first review from disciplinary perspectives and other tips not explicitly stated in the APM. There was an extensive Q&A. APO Senior Analyst Ibukun Bloom was also available to answer questions. The workshop was dynamic and well attended with 38 participants. Again, the inclusion of VPAA Lee was a valuable addition and should continue to be invited to participate. Future workshops may consider giving Ibukun Bloom more time on the agenda.

2023-34 New Initiatives

CCA embarked on three new initiatives or programming this past academic year. These included: Teaching Professors' Path to Tenure/SOE;¹ a proposed service award/sabbatical; and a day-long Writing Retreat. Each of these will be discussed below:

2023-24 CCA Workshop: Teaching Professor's Path to Tenure/SOE

On May 15th from 3:00 – 4:30 pm, CCA and the TLC co-hosted the first Teaching Professor's Path to Tenure/SOE workshop. ACPAS Jody Greene and Robin Dunkin, TLC Faculty Director and Associate Teaching Professor of Ecology and Environmental Biology, provided a presentation on *The Path to SOE: Teaching, Professional Activities, the Personnel Review Process*, including strategizing the arc of the pre-SOE/tenure career. CAP Co-Chairs Maureen Callanan and Susan Gillman and APO Senior Analyst Ibukun Bloom were present for an extensive Q&A.

¹ In response to Systemwide Senate Review Proposed Revisions to APM - 285, Lecturer with Security of Employment Series, CCA wrote, which was later ratified by Senate President Patty Gallagher in UCSC's response to the SOE name change, that terminology like SOE should be consistently removed in all instances and replaced with more appropriate professoriate naming practices. In this case, "tenure."

CCA and workshop presenters Drs. Greene and Dunkin agreed that the workshop was a success and that we should continue our collaboration. CCA will offer to do more of the messaging and Zoom coordinating next year as there was some confusion regarding who was “in charge” of promotion. Of note, in our post-event debrief, Jody Greene offered that a workshop on managing one’s career more generally (for fun and societal impact) might be a useful future workshop and not to only focus on personnel review or promotion processes. Chair Helmer also agreed that this would be a great addition. We hope to follow up on this suggestion; perhaps a talk linked to the first fall social. Indeed, CCA has been considering that more programming be linked with our social events.

CCA FMP Spring Writing Retreat and Happy Hour

In lieu of the traditional end-of-the-year social, CCA decided to offer a writing retreat focused on wellbeing and writing in order to end the year more mindfully and jumpstart productive summer writing. In order to guarantee more faculty participation, CCA partnered with the Writing Fellows Programs (facilitated by [ARTS] Associate Professor Amy Mihyang Ginther) to host the FMP Spring Writing Retreat held Thursday, June 13 from 10:00 am – 3:30 pm at UCSC’s Coastal Campus. Chair Helmer invited University of Arizona’s writing and wellbeing scholars and authors, [Susan Miller-Cochran](#) and [Stacey Cochran](#), to guide faculty in [mindful writing practices](#), followed by a pizza lunch, independent writing, and happy hour at Venus Cocktail and Spirits (with CCA-provided appetizers). Eighteen faculty attended and it was a great opportunity to meet new faculty and venture off of the main campus, which had been the site of graduate student worker strikes and encampment. As part of the retreat, we also offered faculty the opportunity to participate in summer writing groups both in person and through electronic check-ins. Ten faculty members signed up for this opportunity facilitated by Chair Helmer.

Participants commented favorably regarding the day’s event. It would be spectacular if we could continue this sort of programming. However, it was discouraging to see few FMP participants; a problem we encountered in our other in-person events. In order to understand low participation rates and CCA programming more generally, we created an end-of-the-year survey sent to FMP participants.

Due to budget constraints and last-minute fund requests, CCA had to scramble to secure funds outside of our Senate budget in order to pay for the event. As this was a new event, we had not completely understood the costs surrounding outside speakers, which we are now aware of and that CCA will plan for if/when we invite outside speakers. The budget shortfall made it apparent that discussions regarding funds and programming need to be done with Senate leadership prior to the following academic calendar year in order to mitigate last minute fund requests and insure that funds are available. We are including this note to assist future CCA Chairs regarding event planning. Partnering with other campus groups in order to mitigate costs for future programming might be a helpful strategy in the next academic year and moving forward. For example, the Office of Research might share catering costs if we do another in-person event. CCA spent approximately \$625.33 on this event.

Proposed Service Impact Award & CCA Literature Review: BIPOC/Women in STEM/Academia Issues with Mentoring Overload, Defining the Problem

CCA members compiled a literature review to gain perspective on the issue of mentorship burden for BIPOC/Women in Science, Technology, Engineering, and Mathematics (STEM) and

Academia more generally. We found that Black, Indigenous, and people of color (BIPOC) women at the Associate Professor rank were most often taxed with service and mentorship responsibilities. The discussions surrounding our limited research prompted us to reach out to other campus leaders and Senate Committees, in particular the Committee on Diversity, Equity, and Inclusion (CODEI), to join our efforts to raise awareness and seek solutions around these service inequities prompted by the legitimate needs of faculty and students served. Indeed, Kim Lau, Senate Equity Advocate and former Senate President, saw our meeting agendas and asked to join our efforts.

In our consultation with Kim Lau, we found that CCA, Kim Lau, and CODEI had similar questions regarding campus leadership-organization and responsibility regarding BIPOC faculty support and initiatives. An organizational chart was requested from the Office for Diversity, Equity, and Inclusion to help clarify the DEI landscape, but it has yet to be delivered. We understand that several initiatives are being undertaken through academic and administrative divisions yet it remains unclear what exactly is being done and under whose authority. We seek greater clarity and greater coordination regarding DEI efforts so that our common goals can be better articulated and accomplished.

As many of our common questions remain out of our direct control, in our meeting, we decided to create a new service initiative: a proposed service award, tentatively titled, The Service Impact Award. The recipient of the award would receive a one-year sabbatical from service obligations. As many women in our literature review had been languishing at the associate professor rank, in part due to service overload, we are hopeful that this award could assist those who persist at the associate rank yet do valuable, often invisible, service work that goes unrewarded. The service sabbatical would afford these professors the time to work on research and research-related writing that has been neglected. The award would “protect” recipients from taking on service obligations so that they can focus on their own projects as well as highlight their valuable contributions more visibly to campus and in the personnel process.

Through email correspondence with CODEI Chair Arredondo, we proposed a CCA-CODEI-Senate Equity Advocate collaboration around this new award, which CODEI enthusiastically supported. CCA then began to draft the award description, rationale, and reward criteria. We used these criteria as the organizing design for the Google Form application. We then shared this draft with Kim Lau for comment and we will then share it with CODEI Chair Arredondo. Kim Lau appreciated and enthusiastically liked our framing criteria. Our goal would be to roll out this new award during the start of the 2025 spring quarter with awards for the following 2025-26 academic year.

However, during the process of creating the aforementioned criteria and description, the committee realized that we still have more questions to discuss or iron out, which include: When the award recipient goes on “service sabbatical,” who would take up their service work? Would the service sabbatical unfairly impact small departments? How many awards should be awarded each year: one or more per division? Should the award criteria favor BIPOC (women) professors, Associate Professor/Associate Teaching Professor ranks? Ironing out these concerns and creating the award will be a priority for CCA in the upcoming year.

Communication Strategies & Program Feedback

In the winter and spring quarters, CCA emailed FMP members and new faculty to inform them on upcoming events for new faculty, mentees, and mentors. Chair Helmer helped to revise email communications for greater clarity and welcoming tone. She also attempted to follow up on all CCA communications in order to demonstrate heightened attention and support. She also attempted to thank all participating mentors and mentees personally in order to foster a FMP community ethos.

At the end of the spring quarter, CCA reached out to mentees and mentors with a detailed feedback survey. Results will be reviewed by the incoming committee with a hope to improve the FMP program and events agenda.

V. FMP Mentorship Documentation

CCA advised mentors to document mentorship for their personnel files. In previous practice, mentors were to request a formal letter from CCA which required input from mentees. Letters were infrequently requested, and CCA members were concerned that this important service work was not sufficiently acknowledged. CCA now recommends that mentors include information about FMP service in two places in merit review materials: in the biobibliography and in the personal statement. It may be a good idea to consult with CAP and Herbie Lee on this matter of best documentation. Formal letters may incentivize greater mentor contact with mentees, a concern raised by a member of Baskin Engineering: that mentors were not following through with their mentorship responsibilities.

VI. Senate Reviews (non-routine work)

Systemwide

- CCA to Academic Senate Chair (ASC) Gallagher re Systemwide Senate Review Proposed Revisions to APM - 285, Lecturer with Security of Employment Series_031324
- CCA to ASC Gallagher re Systemwide Senate Review of Proposed Revisions to Senate Bylaw 55_113023

Divisional

- CCA to ASC Gallagher re UC Santa Cruz Implementing Procedures for UC's Abusive Conduct in the Workplace Polic_012324

VII. Overall lessons from 2023-24

- The value of online and in-person events needs constant attention as conditions evolve. Attendance at Zoom workshops was as good or better than pre-pandemic in-person workshops.
- The perspectives of Teaching Professors should be considered for every event and CCA function.
- Engagement always needs attention.
- Drafting sections of the final report soon after each event makes the end-of-year report writing less of a challenge.
- Each CCA event was hosted by a different CCA member, which helped to bring the full breadth of experience and style into CCA functions. In addition, the rotation helped with

committee engagement and sense of co-ownership; it also enabled the participants to interact with each of the committee members over the year.

- Inviting VPAA to workshops added additional information and perspective to academic promotion.
- Attendance at in person socials was disappointing, though RSVP numbers were high. We may need to reconsider these in-person events, considering their costs. Regarding the end-of-year social, we added programming (i.e., writing retreat) and invited an extant (pre-tenure) cohort to participate. These types of collaborations may be our future direction; including informational content to social programming.
- We note how the changing demographics of incoming faculty (i.e., more faculty of color, parents with small children) compelled CCA to adapt to new needs and requirements. We foresee this as an important emergent trend.
- End-of-the-year surveying will allow us to understand interests, concerns, and attendance constraints.
- CCA Members may need to do more direct messaging with mentors from each division to ensure participation in mentoring and workshop events.
- Partnering with other senate initiatives/committees needs to continue in order to leverage strengths, capacity, and budgets.
- Remain open to reimagining events and initiatives

VIII. Proposed CCA Priorities for 2024-25

- As the diversity of the faculty continues to improve with new hires, there is outsized demand for mentors from groups currently underrepresented on our campus. This places an unfair burden on their time. Options for course release or other compensation should be considered. CCA supports the pursuit of recognition and compensation for mentors from underrepresented groups. We aim to roll out our new service award Spring 2025. As committee members are encouraged to attend the in-person socials sponsored by CCA, the committee recommends meetings remain on zoom for 2023-24.
- UC Santa Cruz has been hiring tenured faculty, particularly from minoritized groups, at a higher rate over the past few years, and this seems to be a continuing trend. The current Faculty Mentorship Program is primarily geared towards early-career untenured faculty. Newly hired tenured faculty have expressed interest in developing strategies for including them in the mentorship/onboarding process.
- It might be useful to develop a small handbook for the FMP process for future years.
- If the “First Personnel Review” workshop will continue to be offered in the spring quarter, mentors should be informed about it early on so that they can encourage their mentees to attend. The mentors should probably consider attending the workshop themselves so that they can better help mentees with their personal statement.
- CCA advocated for a more explicit inclusion of Teaching Professors in personnel workshops, and we will continue to focus on this moving forward.
- CCA suggests introducing an explicit option in the FMP process for returning mentees to reconsider reselecting their mentors after one year, as different mentors could provide additional benefits, both in terms of alternative perspectives and in terms of an expanded social network on campus.

- Connect FMP mentees with [Faculty Community Networking Program](#).²
- In response to a query from an incoming department Chair, CCA may wish to discuss development of a Path to Tenure Preparation Checklist, in close consultation with APO.
- Review feedback survey launched in 2024 to assess if activities and functions are useful to FMP participants and make appropriate adjustments.
- Finish drafting the proposed service award and implement and reward it in the Spring 2025 for the AY 25-26 (with CODEI and Kim Lau).
- As there are fewer new faculty hires this may be an opportunity to do a workshop for Faculty Mentors.
- Create an event for International faculty for socializing and information sharing.
- Consider an additional workshop on managing professoriate careers for maximum fun and societal-student impact with Jody Greene.

CCA wishes to thank Associate Campus Provost for Academic Success Jody Greene, VPAA Herbie Lee, CAP Co- Chairs, Maureen Callanan and Susan Gillman, Dev Bose, Associate Teaching Professor, Writing Program, and APO Senior Analyst Ibukun Bloom for contributing to multiple workshops to support new faculty. We also want to acknowledge invited faculty panelists for their lively and insightful suggestions and guidance.

Respectfully submitted,

COMMITTEE ON CAREER ADVISING

Maria Evangelatou

Ari Friedlaender

Karolina Karlic

Fernando Leiva

Chen Qian

Kimberly Adilia Helmer, *Chair*

August 31, 2024

² <https://academicaffairs.ucsc.edu/faculty-community-networking-program/index.html>

Appendix I.

CCA, Office of Research, and University Relations

Research Workshop Agenda

Location: Humanities-2-Rm-259

Date: Tuesday, December 12, 2:30 – 4:30pm

PURPOSE:

The Committee on Career Advising and the Office of Research invite new faculty and their CCA Faculty Mentor Program (FMP) mentors to attend this informative event to learn more about research resources. The goal of this workshop is to provide a high-level overview of the research landscape at UCSC, including a brief presentation on the ecosystem of research support, how research is defined, and University Relations support for faculty. The workshop will also include a faculty panel to discuss strategies for finding research resources and managing projects on campus and beyond. This event will serve as the first in a series of events supported by the Office of Research.

FYI: Attendees will receive a Google form to RSVP and submit questions in advance

	Open Zoom early	CCA Analyst
2:30 (2 minutes)	Welcome new faculty and mentors. Summarize agenda: presentation from OR, UR presentations, Faculty Panel, Q&A Invite CCA members to introduce themselves. Frame this event as a kick off of a broader series of research workshops with opportunity to discuss division specific issues. <i>Invite OR to begin their presentation.</i>	Kim Helmer, CCA Chair
2:32 (10+5 minutes)	Overview of Research at UCSC + briefly talk about industry alliance + ORUs	John B. MacMillan, Vice Chancellor for Research
2:47 (10+5 minutes)	University Relations Overview	Mark Delos Reyes Davis, Vice Chancellor, University Relations, & President, UC Santa Cruz Foundation Sarah Carle, Executive Director, Foundation Relations
3:02 (1 minute)	<i>CCA Moderator to transition to Faculty Panel. Invite the panel to introduce themselves</i>	CCA Moderator

<p>3:03 (50 minutes, each faculty member has 5 +5)</p>	<p>Faculty Panel and Q&A</p> <p><i>Panelists will each start with a brief introduction, respond to these questions:</i></p> <ol style="list-style-type: none"> 1. The most useful research advice you've received or what you wish you would have known as a new researcher at UCSC? 2. What resources have you taken advantage of locally at UCSC or more broadly? 3. What are your strategies for finding research resources and managing your projects? <p>Advance Questions</p>	<p>Faculty Panel:</p> <p>(Soc Sci)</p> <ul style="list-style-type: none"> ○ Barbara Rogoff, UCSC Foundation Distinguished Professor, Psychology <p>(HUM)</p> <ul style="list-style-type: none"> ○ Mark Amengual, Associate Professor, Languages and Applied Linguistics <p>(PB Sci)</p> <ul style="list-style-type: none"> ○ Roxanne S. Beltran, Assistant Professor, Ecology & Evolutionary Biology Department <p>(Arts)</p> <ul style="list-style-type: none"> ○ Jennifer Parker, Professor, Art Department, founding Director of the OpenLab Collaborative Research Center <p>(BSOE)</p> <ul style="list-style-type: none"> ○ Marco Rolandi, Professor, Electrical and Computer Engineering ○ Chen Qian, Computer Science and Engineering
<p>3:53 9 mins</p>	<p>Introduce Research Support (30 sec-1 min intro each). Each research development staff person can briefly introduce themselves and what they can offer new faculty in terms of research support. CCA will remind participating new faculty that their divisions will also be hosting research specific workshops and meetings.</p> <p>While unfortunately our research development specialists were unable to attend, we encourage you to contact The Office of Research with your questions. https://officeofresearch.ucsc.edu/for-researchers/index.html</p>	<p>Ned LeBlond- Managing Director for the Institute for Social Transformation</p>
<p>4:02 1 minute</p>	<p>Closing <i>thanks all for attending, letting attendees know that we will be sending out an optional collaboration sheet. Show in meeting</i></p>	<p>CCA Moderator</p>
<p>4:03</p>	<p>Socializing/ Snacks Coffee, tea, water and cookies provided Consider seating by divisions depending on RSVPS?</p>	

*To be recorded unless attendees object

23-24 CCA Workshop: Path to Tenure

Friday, March 8 from 2:30-4 pm

Conducted virtually via Zoom

EVENT DESCRIPTION:

Administrative Representatives, the Committee on Academic Personnel, and the Academic Personnel Office, as well as faculty will share their insights and advice on the path to tenure and the review process. Presentations will address questions and issues from the perspective of ladder rank faculty and teaching professors.

Advance questions from the audience can be found here.

New Faculty Feedback:

How to approach the path to tenure, how to make decisions about how to use their time, how to think about requests that come in to do service or collaboration, how to time their research products, what the expectations are around DEIA, when to take their research leave, whether to accelerate on their way to tenure, and so on.

Duration	Presenter	Notes	Target start time
2 minutes	CCA Moderator - Fernando Leiva	Brief introduction & Welcome Ask if it is ok to record for those unable to attend?	2:30
15+5 minutes	Jody Greene Associate Campus Provost for Academic Success,	Overview of the tenure process and who reviews personnel files. Discuss ways in which Senate Faculty can provide evidence of excellence in teaching in their personnel files and share advice for planning a successful path to tenure.	2:32
10+5	Herbie Lee, Vice Provost for Academic Affairs	Research and service -- balancing expectations and documenting achievements	2:52
10+5 minutes	Maureen Callanan and Susan Gillman, CAP Co-Chairs	Recommendations on effectively presenting your work in personal statements. <ul style="list-style-type: none"> ● Expectations for Teaching Professors and Ladder-rank Professors ● Research and Service in path to tenure ● Audience awareness for submitted materials organization and presentation 	3:07

3 minutes	Senior Analyst Ibukun Bloom from the Academic Personnel Office (APO)	The role of the Academic Personnel Office (APO) in the tenure review process for Senate Faculty	3:22
16 minutes (4 minutes each)	Faculty Panel <ul style="list-style-type: none"> • (Arts) Amy Mihyang Ginther, Associate Professor, Performance, Play, & Design • (Arts) Kyle Parry, Associate Professor, History of Art/Visual Culture • (PBSCI) Pedro Morales-Almazan, Associate Teaching Professor, Mathematics • (Soc Sci) Cecilia Rivas, Associate Professor, Latin American & Latino Studies 	Panelists will introduce themselves and share their response to the following questions, Hold questions for Q&A: <ul style="list-style-type: none"> • <i>What was something you learned in your path to tenure you considered essential to the process that wasn't particularly obvious?</i> • <i>What are the top two things to consider when planning your path toward tenure?</i> 	3:25
minutes 19	Open Q&A session for attendees	Moderated by CCA Member take questions from the audience and the advanced questions. Questions can be directed to any presenter or faculty panelist.	3:41
1 minute	CCA Moderator - Fernando Leiva	Thank presenters, panelists and attendees. Please note there will be an additional Path to Tenure Discussion for Teaching Professors - May 15.	3:59

23-24 CCA Workshop: Teaching Professor's Path to Tenure

May 15 from 3-4:30pm

Zoom/location

EVENT DESCRIPTION:

This meeting will be a special workshop on the Path to Tenure (also known as SOE for Teaching Professors) open only to our assistant teaching professor group. In collaboration with the Committee on Career Advising and Chair Helmer, CAP including co-chairs Maureen Callanan and Susan Gillman, and The Associate Provost for Academic Success, Jody Greene, we will discuss how to present your teaching in your review materials, how the process is the same and different for teaching professors compared to research professors, and have ample time to answer your questions.

Duration	Presenter	Notes	Target start time
1 min	TLC/ CCA welcome	Robin Dunkin, Faculty Director of TLC Kim Helmer, CCA Chair (unable to attend due to a personal matter) Morgan Gardea, CCA Analyst	3:02
40 min	Jody Greene Associate Campus Provost for Academic Success, Professor of Literature Robin Dunkin, Faculty Director, TLC Associate Teaching Professor EEB	Jody: The Path to SOE: Teaching, Professional Activities, and the Personnel Review Process Documenting and presenting teaching development in personnel files. Robin: strategizing the arc of the pre SOE career; professional activities; and Professor Teaching leadership and activities throughout the system.	3:03
10 min	Maureen Callanan and Susan Gillman, CAP Co-Chairs Senior Analyst Ibukun Bloom from the Academic Personnel Office (APO)	CAP: <ul style="list-style-type: none"> ● CAP's role in the personnel process. ● Recommendations on effectively presenting your work in personal statements. ● Expectations for Teaching Professors ● Professional Activities and Service in path to SOE tenure ● Audience awareness for submitted materials organization and presentation 	3:43
39 min	Open Q&A session for attendees		3:53

1 min	TLC/ CCA thank attendees	Robin Dunkin, Faculty Director of TLC Morgan Gardea, CCA Analyst Upcoming CCA FMP Writing Retreat 6/13 at Coastal Campus.	4:29
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CCA FMP Spring Writing Retreat and Happy Hour

Agenda

Time: Thursday, June 13:10:00 am – 3:00 pm

Location: Coastal Campus, CBB 110 classroom and the patio

CCA Lead: Kim

SUMMARY:

Committee on Career Advising (CCA) and the Writing Fellows Program invite FMP faculty, their mentors, and the Writing Fellows to a Full-day Writing Retreat. Invited Writing and Well-being experts will lead faculty in mindful writing practices to reflect on this past academic year both personally and professionally. Faculty are invited to stay for an informal catered lunch followed by focused independent writing. Faculty will then be invited to form summer writing groups and/or accountability writing partners to set themselves for a successful summer writing. We hope this retreat will both refresh and jump start summer writing.

10:00	10 min	Coffee and doughnuts
10:10	10 min	CCA Welcome and Introduction of CCA Members (Kim Helmer)
10:15	5 min	Stacey and Susan begin workshop that <i>could</i> include an ice-breaker activity
10:20		Workshop Continues: Writing and Well-Being Mindful Writing Workshop
11:50		Writing Group Formation Sign-ups
12:00	Patio	Lunch
12:45-1:00		(Kim) Writing Group Small groups - Meet each other and plan for summer meetings
1:00-1:15		(Kim) What are your writing intentions for today and for the summer? (Small group)

1:15 3:15		(Kim) Independent Writing & Closing with Invite to Venus (ask for head count)
3:15- 3:45		Clean up - must be out by 3:45
3:45		Happy hour at Venus (appetizers only)