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Subject: [heads] Upcoming mentoring retreat and faculty workshops for the semester
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Dear Colleagues,

If you would like to meet with assistant, associate and full professors from across the university to discuss your work, please join us for the [workshops on January 20](#) that will kick off a semester-long series that includes the launch of interdisciplinary writing groups, a luncheon for women faculty, and our workshops on how to use the promotion process to achieve your career goals. We are giving special emphasis to addressing the needs of associate professors because research done [here](#) and [across the country](#) shows that we need to do more to mentor associate professors. For more on that, see the links on the attached schedules. "Mentoring" may seem to be the wrong term for helping associate professors advance their careers because many associate professors are highly experienced, and some have already moved into leadership roles.

Mentoring up, out and around is one of the topics we'll discuss with our visiting consultant, Professor Cheryl Geisler, on January 20. Professor Geisler will discuss a range of ways collaborations can help improve your work, including [how writing groups can help improve your productivity and satisfaction](#). The [research on such "research circles"](#) has shown them to be an effective resource. Professor Geisler will introduce the range of collaborative opportunities that we will be providing this semester. Whether you are an assistant, associate or full professor, we hope you will join us for these opportunities to strengthen your collaborations on research and teaching.

Faculty Mentoring Retreat: Tue., Jan. 20, [RSVP](#)

9-9:50 am, **Promoting Yourself: Using Promotion to Advance Your Career**, Vine Ave. Annex 102

10-10:50 am, **Making Time to Write—Today and Every Day**, Vine Ave. Annex 102

11-11:50 am, **Mentoring Up, Out and Around: A Workshop for Mentors and Mentees**, Vine 102

12-1:30 pm, **Building a Collaborative Departmental Culture through Mentoring**, Vine 102

2-3:00 pm, **Improving Mentoring in the College of Medicine**, College of Medicine (COM) 2216

3-4:00 pm, **Planning Your Next Promotion**, COM 2216

4-5:00 pm, **The State of Women's Advancement in the Professoriate** sponsored by WAM (Women in Academic Medicine), COM 2216

5-6:00 pm, **Continuing the Discussion, An Informal Reception for Mentors, Mentees and Heads**
co-sponsored by WAM, COM 2216

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Faculty Writing Groups Launch Meeting, Feb. 4, 12:30-1:30, [RSVP](#)

Research finds that faculty writing groups or “research circles” improve publication rates and promote work-life balance, promotion, and retention. The meeting will include a short discussion of [varied formats for writing groups](#) and [evidence on why they work](#). Small interdisciplinary groups (3-4 members) will be organized for those who wish to participate. These writing accountability groups are a proven strategy to help faculty find time to publish, as discussed in Sylvia’s *How to Write a Lot: A Practical Guide to Productive Academic Writing* (2007). In these groups, faculty meet briefly bi-weekly. Each member sets and shares concrete, short-term goals for their research and writing for the next two weeks. This is an effective way to make progress by setting goals and creating accountability.

A Peer Network for Career Advancement & Satisfaction: A Luncheon for Women Faculty, Feb. 11, 12-1:00, [RSVP](#)

This networking luncheon is designed to foster collaborations among women faculty from across campus with the intention of creating self-sustaining interdisciplinary peer networks. In peer networks, faculty discuss challenges, share information, and brainstorm on how to address them. Peer networks offer effective collaborative opportunities for both junior and mid-career faculty. At this event, women will be grouped based on their RSVPs on their career interests and other factors (e.g., getting your book published, getting tenure, advancing from associate to full). By facilitating the introduction of women with similar experiences, these peer groups become a source of career guidance and interdisciplinary collaboration. [RSVP required](#). *Please bring your business cards!*

Going Up for Full, March 4, 3:30-5:00, [RSVP](#)

There will be panel and table discussions of how to document the progress of research programs and use administrative and service commitments to document the impact of research contributions. The discussion will draw on [The Modern Language Association’s Standing Still survey](#) of the career patterns of associate professors and other studies of the impact of service and administrative duties on the promotion of female faculty, including [The Ivory Ceiling of Service Work](#), as also discussed in articles such as the *Chronicle of Higher Education’s* [“Why are associate professors so unhappy?”](#)

Making Your Candidate Statement, March 31, 3:30-5:00, [RSVP](#)

Candidates will work in small groups with senior faculty in related fields 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 were highlighted in our revisions of University promotion criteria to develop an [Inclusive View of Scholarship](#).

Annual Workshop on Preparing the Promotion Dossier, April 16, 8:00-9:30, [RSVP not required](#)

The Annual Workshop on Promotion and Tenure and Continuing Status provides an overview of the promotion review process for candidates, committee members and administrators. It provides details on recent revisions in our policies and opportunities to ask questions about our [Guide to the Promotion Process](#), which should be reviewed before attending this workshop.

Preparing Teaching and Outreach Portfolios, April 22, 3:30-5:00, [RSVP](#)

In spring 2013 the Faculty Senate approved revisions to our promotion criteria to institute an [Inclusive View of Scholarship](#). Following up on the Senate’s leadership, promotion dossiers were expanded to include [teaching portfolios](#), [required classroom observations](#), and [an optional service and outreach portfolio](#). In this workshop and discussion, we will offer advice to candidates and reviewers on these revisions, and we will also welcome suggestions on how to improve [support for preparing teaching portfolios](#).