

March 18, 2021

To: Assistant Professors and Lecturers with Potential Security of Employment

From: Dana Mastro, Associate Vice Chancellor for Academic Personnel

Re: Save the Date: Tenure Workshop Thurs, April 15, 10am-noon

As a candidate for promotion to tenure, what do you need to know in order to be successful in your personnel review? How can you best prepare your case so that the department and other reviewing agencies can effectively and accurately evaluate your case? What is the importance of the materials you will be asked to provide such as teaching and research statements? How are those materials evaluated? What level of service is expected for promotion to tenure?

The Academic Personnel Office invites you to save the date for a **Promotion to Associate Professor/Lecturer SOE Workshop**. This workshop is designed for faculty in both the Professor and Lecturer SOE series who will soon be undergoing promotion-to-tenure reviews. In the first hour, a panel of senior administrators will share advice and insights about the review process. AP Director Cindy Doherty and I will give an overview of the review process and offer guidance in preparing your file. In the second hour, attendees will participate in breakout session discussions with department chairs and recently promoted faculty.

What: Promotion to Associate Professor/Lecturer SOE Workshop

When: Thurs, April 15, 10am-noon

Zoom Meeting info: TBA

RSVP: So that we may assign breakout rooms, please confirm attendance by Wed, April 7 by completing the form at <https://forms.gle/zn4zrkFDB3qsT9T8A>

The first hour of the workshop will be recorded for later viewing. Breakout sessions will not be recorded.

Panelists:

Dana Mastro, AVC, Academic Personnel
Cindy Doherty, Director, Academic Personnel
Ruth Finkelstein, Chair, Committee on Academic Personnel
Omar Saleh, Vice Chair, Committee on Academic Personnel
Rod Alferness, Dean of Engineering
Mary Hancock, Acting Dean of Humanities and Fine Arts
Department chairs and recently promoted faculty **TBA**

Additional meeting details will be sent out in the next few weeks. If you have any questions, you may contact June Betancourt at june.betancourt@ucsb.edu