

We will take questions
using the chat function.



October 26, 2021

Third Year Review

Agenda

Welcome

Overview of the third year review

Documentation:

- Ongoing

- For the third year review

Discussions:

- Area of excellence

- Products, venues, resources

What happens next



Welcome:

Margie Ferguson

Rachel Applegate

Third Year Review: Overview

Who?

All pre-tenure tenure-track faculty
and librarians

CLINICAL if unit chooses

Spring of their third year towards
tenure

OR BEFORE

Required before applying for
tenure

Deadline: May 1st

What?

Candidate materials

Department (“primary”) P&T
committee

Chair

School (“unit”) P&T committee

Dean

Copy submitted to campus
NO RESPONSE to candidate



Figure out what you are doing

Choose where you are going

Make sure all your responsibilities are covered

Document as you go along

Create a mini-dossier

Get feedback

Make adjustments

Be successful!



Documentation

Basic documentation for ALL
tenure-track faculty

And librarians

Teaching

Performance

Service

Service-excellence

Research/creative activity

Professional development

Teaching documentation

Required of all:

- Student input (student evaluations)
- Peer review of teaching
- Where available, student learning outcomes data

Also keep:

- Syllabi
- Key assignment directions
- Internal grants (CEG, etc.)
- Dissertations, masters' theses / projects, capstone projects
- Student co-authors
- Formal and informal student or student-group advising/support



Library and Medicine

Librarians: Performance:

- All position descriptions (review/revise each year)
- Quantitative measures of performance metrics

Medicine:

- Peer evaluations—can be done for bedside, small group, one-on-one (FAPDD)
- Per-lecture student evaluations
- Conference workshops: keep participant evaluations



Service documentation

Required of all:

- University citizenship: committees, task forces, searches
- Disciplinary citizenship: article reviews, committees, conferences

For [service excellence \(medicine\)](#):

- Metrics showing service is more than routine in quantity and quality
- Leadership
- Dissemination



Librarians: Publications = Professional
Development
Medicine/Service: Some research is
required

Research/Creative Activity documentation

More later

Required of all:

- Peer-reviewed dissemination
 - Venue names, sponsors, competitiveness, persistent URL (doi)
 - Stage: in progress, submitted, in revision, in press, published
- Lists of co-authors
 - CANNOT be external reviewers! Be strategic!
- Grant applications—funded or not
 - Internal or external
 - Your own specific role
 - Ratings or reviews

Not required by campus for final review, but
very important for third year



Mini-dossier

CV in IUPUI P&T format

Candidate Statement

Other materials *as your school/department specifies*



CV in IUPUI P&T Format

No, this is not your disciplinary CV

Use DMAI (Watermark Faculty Insight)
Enter data (or not...); use Rapid
Reports

**For each grant, presentation, or
publication** choose an “Area”
Teaching. Research/Creative
Activity. Service

Check out Dossier Prep Workshops

And the [DMAI page](#)

Name, degrees, appointments
All courses at IUPUI
Professional development
Mentorship
Teaching grants, presentations,
awards
Research grants, presentations,
awards
Service grants, presentations, awards
Publications
Teaching
Research
Service
*Marks: in-rank, student co-authors,
DEI*



Candidate statement: 5 - 7 pages

Introduction: your area of excellence, your area of focus

Section 1 (your area of excellence):

Describe the scientific area and your own particular specialty

Describe key works (completed, in progress, anticipated)

Where applicable, describe grant development

Section 2 (the non-areas of excellence):

How are you at least satisfactory in those areas?

Section 3: Conclusion

Plans for the next 2 years

Plans for long-term



Other materials required by unit

On the one hand:

- What evidence will demonstrate satisfactory progress?
- What evidence will provide confidence in the future?
- How will the candidate know what is needed eventually?

On the other hand:

- Campus discourages burdensome requirements on the candidate
- Campus does not require (nor advises) external reviews





Key Issues

Area of excellence

Options for tenure-track faculty

Research as area of excellence

Teaching and service, satisfactory ← no dissemination required

Teaching as area of excellence

Research satisfactory ← includes dissemination

Service, satisfactory ← no dissemination

Service as area of excellence

Research satisfactory ← includes dissemination

Service, satisfactory ← no dissemination

Integrative DEI Case

Overall excellence

Research (disseminated), teaching, and service at least satisfactory

Local impact

Balanced-Binned Case

Dissemination in research AND teaching AND service



Choosing a case type

Beginning of third year review

Your own ideas
Feedback from committees

End of third year review



Dissemination and Grants

Products

Vary by overall discipline and particular research niche

Where are you in your progress from activity to dissemination?

Campus requirements:

“3-5 key items” ← during time in rank

Single-area: Emerging national reputation

Balanced/Binned/Integrative: Distinctive contribution to scholarship

For tenure:

Confidence in the future

Body of work?



Venues

Peer-reviewed

Appropriate to the discipline

Appropriate to your own particular niche

Emerging?

Inter-disciplinary?

YOU \leftrightarrow YOUR CHAIR



From COVID conspiracies to Stop the Steal, some of the loudest voices in misinformation are coming to Opryland

PAIGE PFLEGER   • OCTOBER 15, 2021

I know this isn't you

We do not make assumptions: we place all **evidence** *in the dossier*



Sumner County couple Ty and Charlene Bollinger in one of their videos.

[Nashville Public Radio](#)



IUPUI

Resources *aka grant funding*

Two overall reasons:

- External affirmation of the idea being worked on (=quality)
- Essential fiscal support for the work

Questions to ask in your department:

- PI, co-PI, key personnel ←required role?
- Amount overall; percent [of YOUR] effort
- Particular funders
 - Internal?
 - External?

50% effort means:

50% of your salary is covered by the grant.

NOT that you did 50% of the work for the grant.





What happens next

You will receive 1-4 letters:

department committee, chair, school committee, dean

Check for:

- Do they agree with your area of excellence?
- Are there any gaps in how you are satisfactory in your other areas?

What do they say about **how you presented** yourself?

What do they say about what you **need to do** next?



STRESS

Schedule a follow-up with your chair

Share the results with your mentor or friends

You CAN use the 3rd year review in your dossier but you do not need to



Panel

Panelists

Feng Li

Chair, Computer Information and Graphic Technology
School of Engineering and Technology



Margaret Adamek

P&T Committee chair
School of Social Work



David Hoegberg

Chair, English
School of Liberal Arts



Thank you!

