

**CAFE Faculty Council
Promotion & Tenure Workshop**
February 22, 2019
1:30-3:30pm
Agriculture Information Center, Ag North

Part 1: All attendees together, room N24B

1:30-1:35- Welcome from CAFE Faculty Council- Dr. Carmen Agouridis

1:35-1:45- Remarks by Dean Nancy Cox

1:45-1:55- The Promotion & Tenure Process- Associate Dean Sandra Bastin

1:55-2:05- Excellence in Teaching- Associate Dean Larry Grabau

2:05-2:15- Excellence in Research- Associate Dean Bob Houtz

2:15-2:25- Excellence in Extension- Associate Dean Gary Palmer

2:25-2:30- Break

Part 2: Break out Panels, 2:30-3:30pm

Promotion to Associate Professor, room N24B

Panelists:

- Dr. Ric Bessin, Professor, Entomology, CAFE Promotion & Tenure Committee
- Dr. Lisa Vaillancourt, Professor, Plant Pathology, Biological Sciences Area Committee
- Dr. Yuqing Zheng, Associate Professor, Agricultural Economics, Regular Title, recently promoted
- Dr. Nicole Gauthier, Associate Professor, Extension Title, Plant Pathology, recently promoted

Moderator: Associate Dean Lisa Collins

Promotion to Full Professor, room N24B-1

Panelists:

- Dr. Tom Chambers, Professor, Veterinary Science, CAFE Promotion & Tenure Committee
- Dr. Darrh Bullock, Professor, Animal & Food Science, Extension Area Committee
- Dr. Sharyn Perry, Professor, Plant & Soil Sciences, Regular Title, recently promoted
- Dr. Ken Jones, Professor, Community & Leadership Development, Extension Title, recently promoted

Moderator: Associate Dean Sandra Bastin

3:30- Adjourn



University of
Kentucky

*College of Agriculture,
Food and Environment*

Seeking Promotion with Tenure

with Sandra Bastin, Associate Dean

Faculty Resources, Planning and Assessment



Day to Day

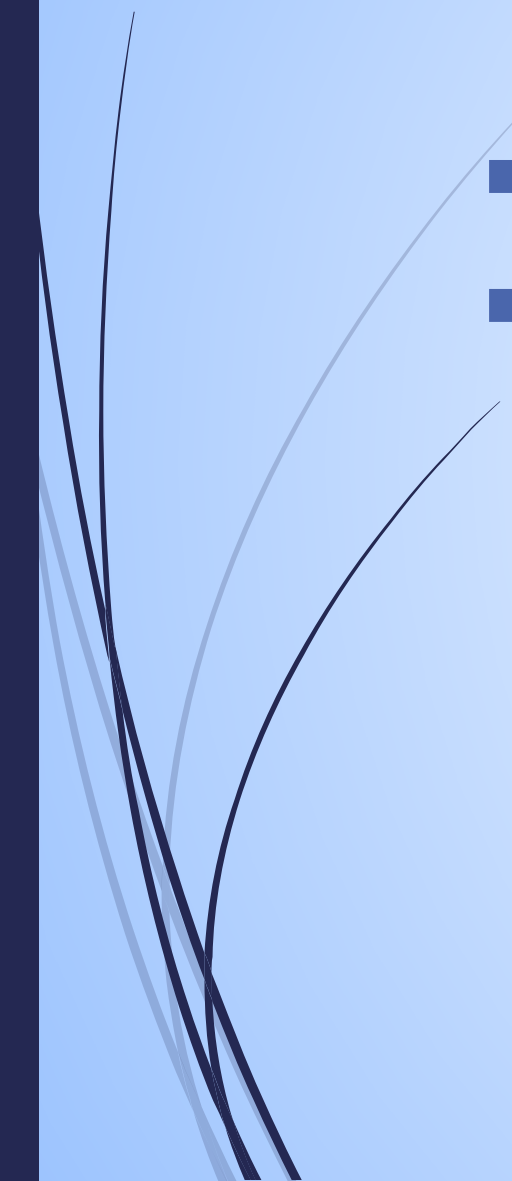
- Get to know your environment
- Collegiality
- Department culture
- Creating work-life balance
- Developing professional networks

Your Environment

- Position announcement
- Offer letter
- Statement of evidence
- Effort planning and DOE
- Unwritten expectations
- Department chair meetings
- Department meetings
- Mentor meetings
- Professional development opportunities
- Annual performance reviews (Digital Measures)
- Two- and four-year reviews
- Promotion with tenure dossier



Collegiality

- Cooperative interaction among colleagues
 - You know you work in a collegial environment when your co-workers smile at you, and you don't have to hide from your department chair
- 



Department Culture

- Culture is made up of the values, beliefs, underlying assumptions, attitudes and behaviors shared by a group of people.
- Culture is the behavior that results when a group arrives at a set of—generally unspoken and unwritten—rules for how they will work together.
- The culture ebbs and flows with the people that are in the department.

Professional Networks

- ➡ **Operational networks** – people directly connected to the kind of work you do
- ➡ **Strategic networks** - contacts who may not be in your career field or industry, but who may be thought leaders and bigger-picture visionaries
- ➡ **Personal networks** - fellow alumni, social media connections and professional-focused organizations

Work Life Balance



Dreamtime Clipart

<https://thumbs.dreamstime.com/z/work-life-balance-18087827.jpg>

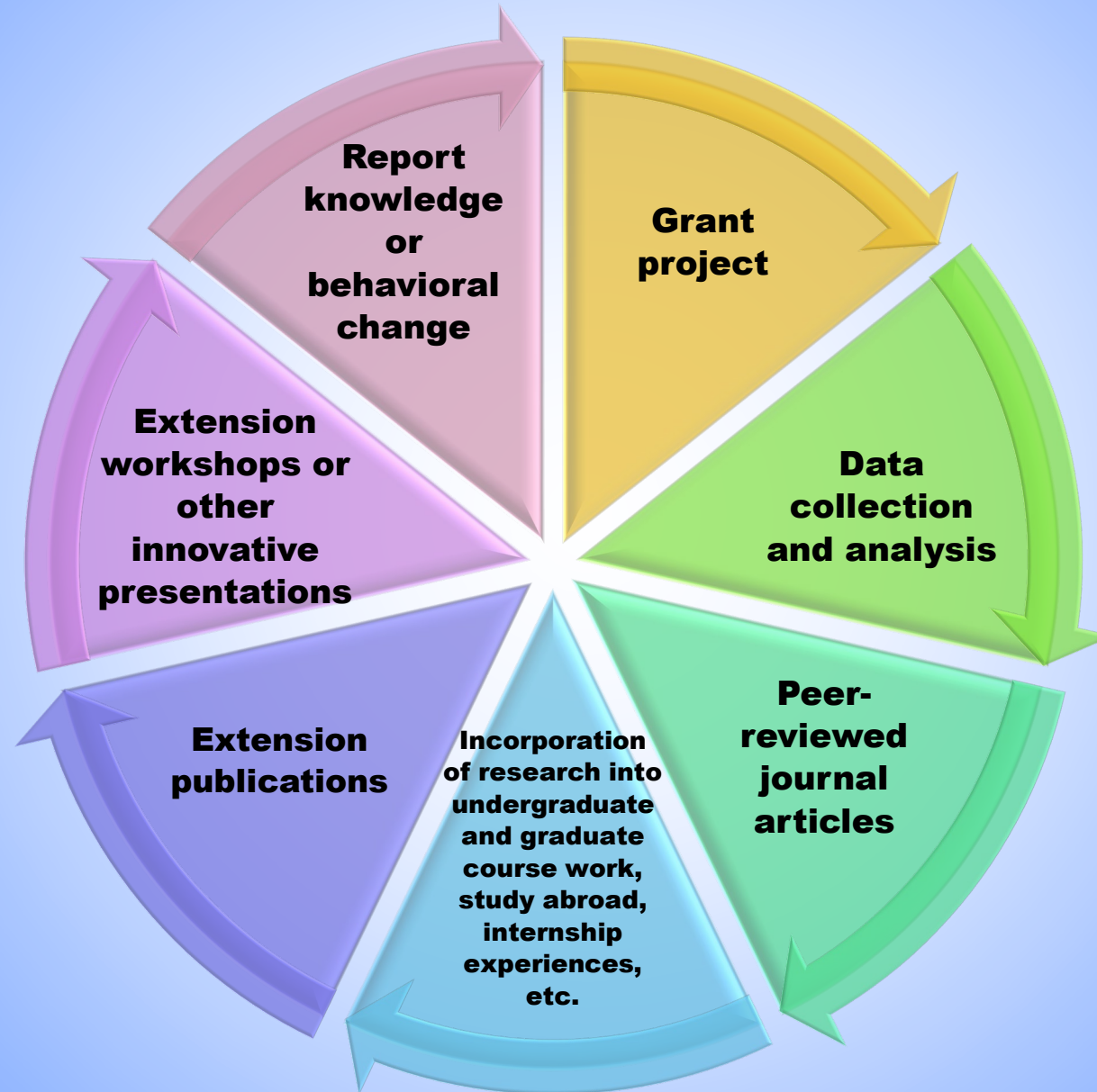


Work Hard and Work Smart!

- Instruction
- Research
- Extension
- Service

- Innovative
- Collaborative
- Multidisciplinary
- Scholarly
- Impact

Documentation of Creative and Innovative Impact





UK Cooperative Extension

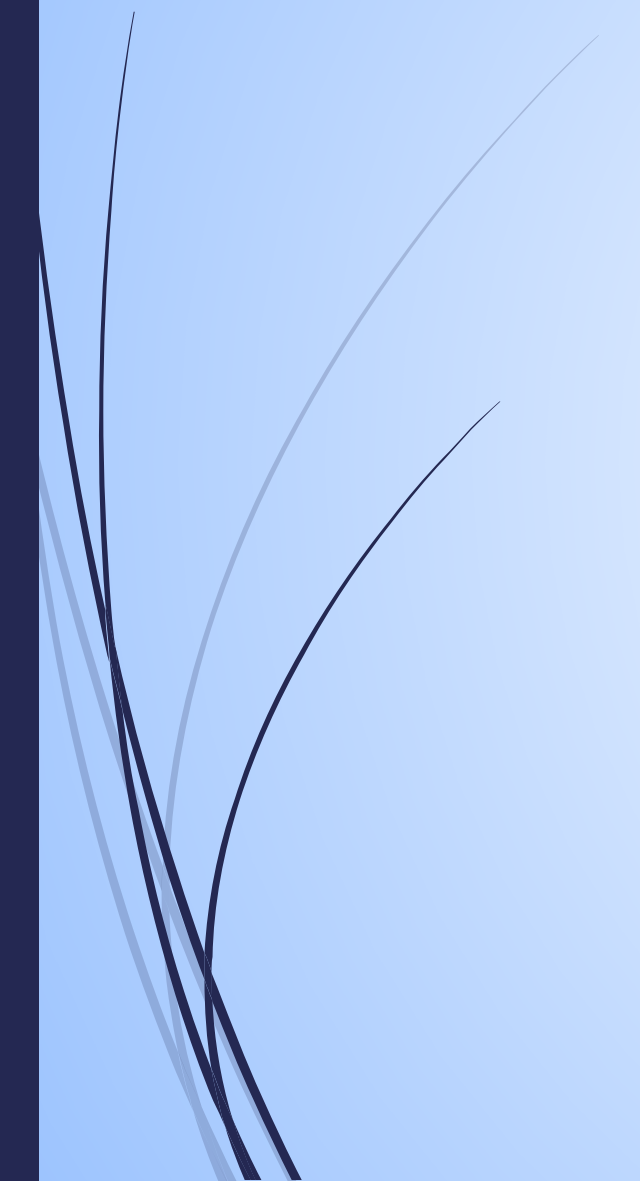
2019 Promotion and Tenure Workshop

Extension Matters

- What is the departmental context of your extension program?
 - Do your colleagues understand your program?
 - How does your program add value to your department?
- eXtension.org: Go to <http://about.extension.org/> to get started.
- Traditional (Fact sheets) and Non-traditional (blogs, web sites, social media)
 - Peer review is the well-understood validation of the scholarly value of published materials but not the only one. Actual evidence of a link between a publication and usage and especially practice change is also validation.



Teamwork/Collaboration Matters

- **The accomplishments of a well-functioning team help all of its members.**
 - **Faculty should clearly document their role in publications and projects**
- 



Focus Matters

- **Dossier should clearly and succinctly show that the Extension program is addressing issues of significance to Kentucky, including how such focus was identified.**
- **For promotion to full professor, the Extension program should address national and international issues.**

Clarity Matters

1. Lead your narrative statement with a bullet list of most **SIGNIFICANT** accomplishments.
2. The narrative should put the rest of the dossier in context, not restate the dossier.
 - a) It should clearly state the impacts of your program.
 - b) It should clearly answer the 'so what?' question regarding your program.
3. ***Follow the CV guidelines (fonts, page length) for the 2-yr and 4-yr Performance Reviews.***
 - a) The Associate Deans will have to read and evaluate your CV along with 70 to 250 others (depending on the year).
 - b) Don't make your good stuff hard to find.
4. Clearly identify nature of contribution towards Extension Publications (original content, major revision, minor revision, reprint). Do not overstate.

Publishing Matters

- Extension faculty have multiple publishing outlets, all have value and are valued. Significantly greater value is placed on content that is:
 - a) original (vs. compilations or adapted works or reprints),
 - b) peer-reviewed, with the review process clearly understood
 - c) broad in reach, as documented by web hits, publication accessions or other means,
 - d) linked to practice change, and
 - e) shown to have value by peer or user evaluations

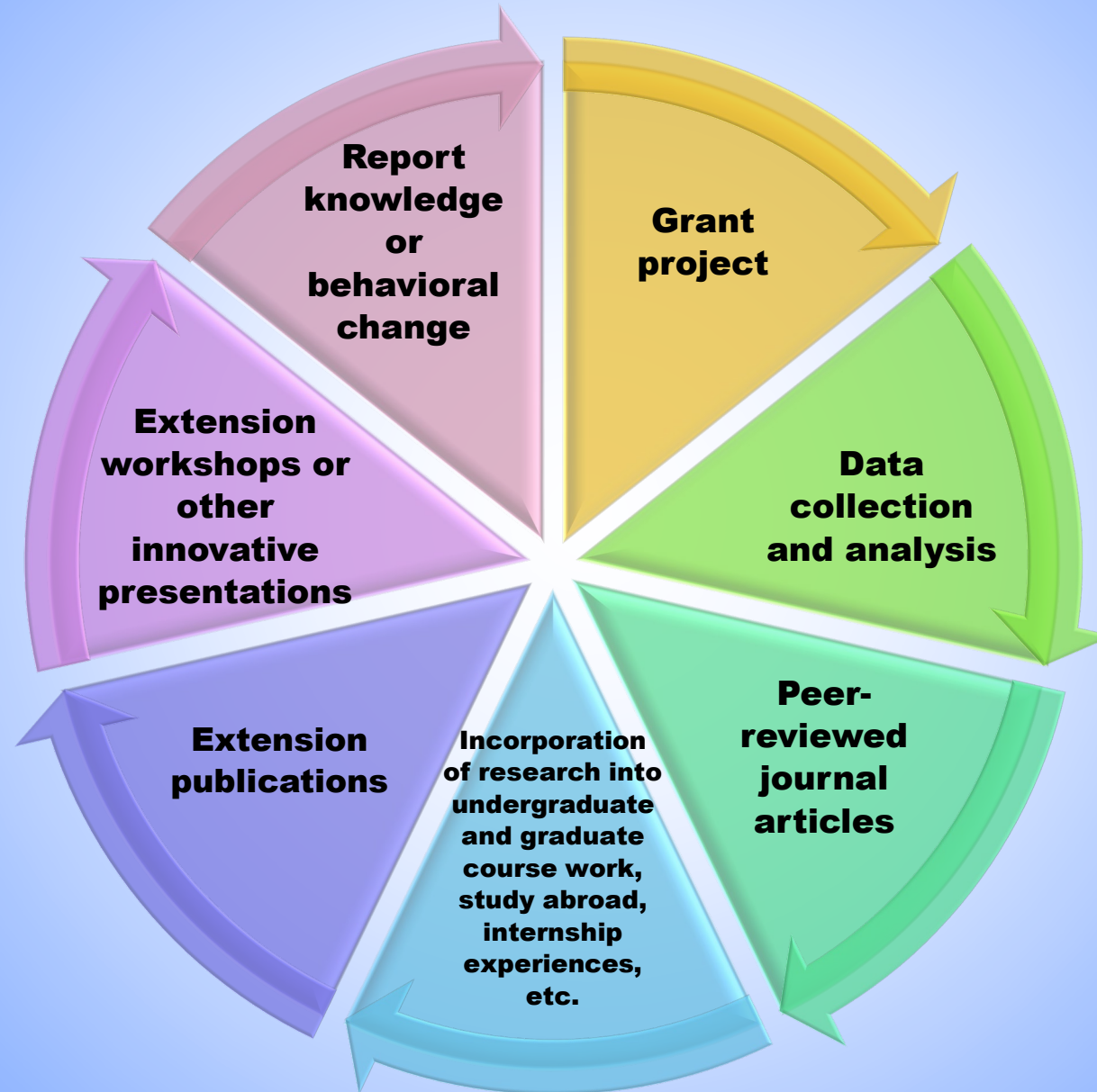
Impact Matters

- The clearest evidence of productivity is impact at the social, economic or environmental or community level
 - All faculty with Extension DOE are expected to enter impacts (success stories) and statistical information into the KY Extension Reporting System (KERS).
 - url: <https://warehouse.ca.uky.edu/kers/login.aspx?e=1>
 - Background Information:
 - Monthly statistical reports: http://psd.ca.uky.edu/files/submitting_statistical_report.pdf
 - Success Stories: http://psd.ca.uky.edu/files/writing_success_stories_for_specialists.pdf
 - Common errors in Success Stories: http://psd.ca.uky.edu/files/common_errors_made_in_writing_success_stories_editedtd10_2015.pdf
 - Logic Models Information: <http://psd.ca.uky.edu/content/logic-models>
 - All Extension Reports (see what data we have been collecting): <https://warehouse.ca.uky.edu/AgWeb/pubreports/>

Impact Matters

- Evaluate programs
 - Contact Ken Jones (kenrjones@uky.edu) and/or Pam Sigler (pam.sigler@uky.edu) for assistance with developing programs, evaluations, logic models and navigating the reporting maze.
- Use tracking tools/Google Analytics to assess readership and scope of impact for online efforts (blogs, webinars).
- Leverage your efforts with the county resources of agents and facilities.
- Document quality of trainings, especially agent trainings. Resource – Ken Jones.

Documentation of Creative and Innovative Impact



Advice Regarding Instruction

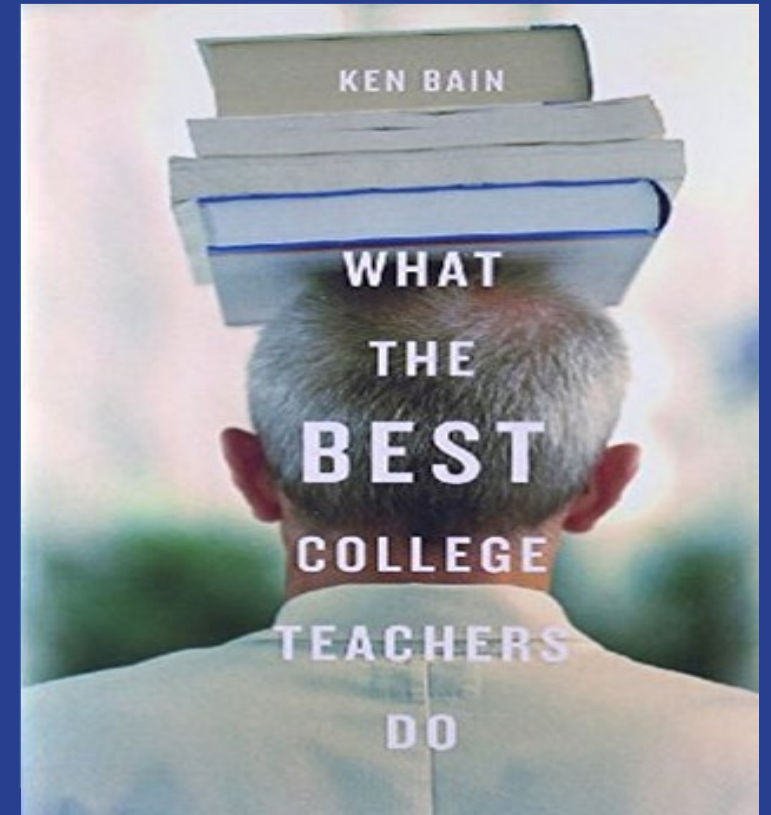
Larry J. Grabau

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February 22, 2019

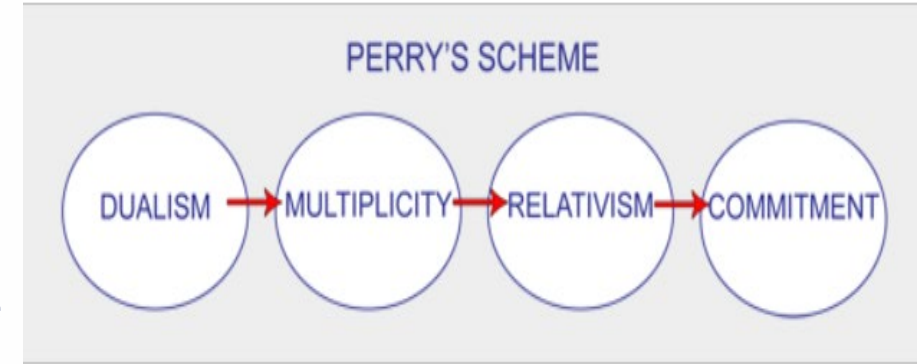
S19 FLC:

- Focus on book at right
- Faculty volunteers
- Shared facilitation
- Insights from text; insights from practice
- 8 weekly discussion sessions; March and April



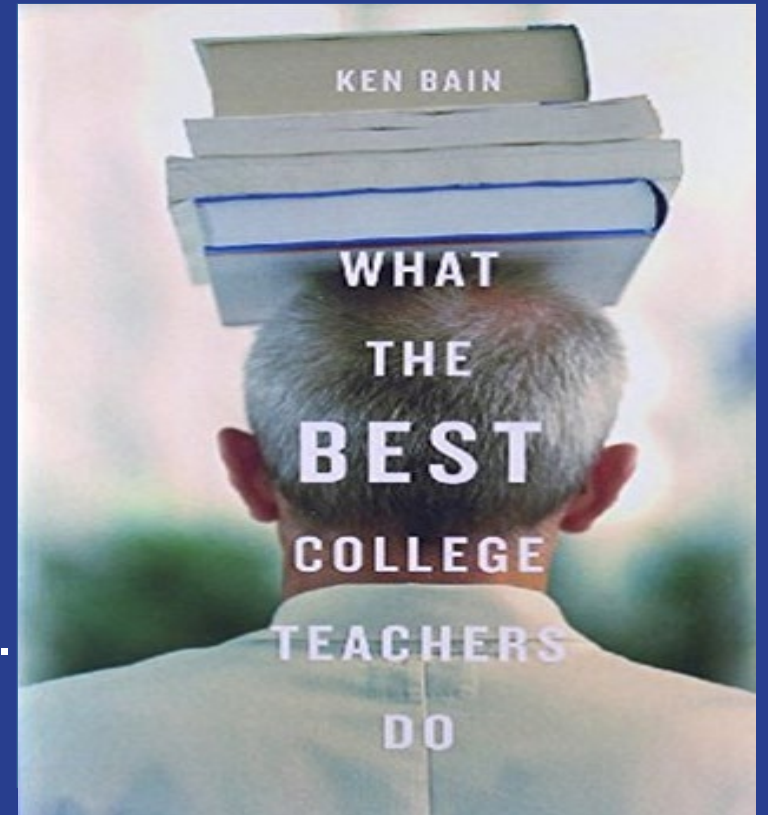
Exceptional Learning

- Intellectual Development, for example:
 - Becoming facile with principles of a discipline
 - Learning how to learn within that discipline
 - Asking questions about this area
 - Reasoning from evidence
- Personal Development, for example:
 - Comprehension of human differences
 - Moral development
 - Capacity to exercise compassion
 - Emotional intelligence



Practices:

- Students learn by constructing knowledge.
- Focus is on student learning outcomes.
- Teachers expect more from all of their students.
- Focus is on creating a learning environment.
- Teachers draw out the best in their students.
- Assessment—evidence of students' development.



Suggested Research Reporting for Promotion and Tenure 2019

GRANTS

Jacobsen, K.L., J.R. Schramski, and O. Wendroth. 2013-2018. Toward Sustainable Nitrogen and Carbon Cycling on Diversified Horticultural Farms Serving Community Food Systems. NIFA-AFRI Foundational Programs. \$495,000. Jacobsen Portion: \$311,476. (*PI, 6% Effort, Nationally Competitive*).

*As PI, I lead the multi-state team and direct the research, and advise the PhD student funded by the project. My lab conducts the majority of the plant and soil analyses for the project.

Grossman, J., J. Gutknecht, H. Peterson, C. Rivard, **K.L. Jacobsen**. 2016-2020. A Multi-regional Approach for Sustained Soil Health in Organic High Tunnels: Nutrient Management, Economics, and Educational Programming. US Department of Agriculture (USDA) National Institute of Food and Agriculture (NIFA): Organic Research and Extension Initiative (OREI). Total Request: \$1,523,708; UK Subcontract: \$174,991. (*co-PI, 8% effort, Nationally Competitive*).

*As co-PI, I lead the Kentucky portion of this multi-state project, including directing management and data collection for two year-round, multi-year high tunnel field experiments.

Funding Summary

Nationally Competitive.....	\$3,257,288
Regionally Competitive.....	\$475,503
State & Internally Competitive.....	\$328,408
Competitive Funds for Teaching Support.....	\$17,500
Industry.....	\$20,000
<i>Total Funding to Date.....</i>	<i>\$4,078,699</i>
<i>Total Funding Awarded to Jacobsen Program.....</i>	<i>\$765,547</i>

PUBLICATIONS ([†]indicates Jacobsen student, [‡] indicates post-doc under my supervision, * indicates corresponding author) Senior author is by default the first author unless otherwise indicated.

Refereed Journal Articles

Magnani, R.[‡], Dirk, L. M., Trievel, R. C., and **Houtz, R. L.*** (2010). Calmodulin methyltransferase is an evolutionarily conserved enzyme that trimethylates Lys-115 in calmodulin. **Nat. Commun.** 1:43. (IF= 12.353; TC= 178,348) *Journal rankings in the subject category of multidisciplinary sciences, IF 3/64, TC 6/64, Total Citations to date=45.*

Turner, H.* and **K.L. Jacobsen**. 2016. Cultivating a Sustainable Campus Community Garden through Creation of Place. *The International Journal of Sustainability Education* 12(4):1-12. (*IF¹ & TC not available*)

¹ Impact Factor (IF) and Total Cites (TC) based on data from 2015 Thompson Reuters InCites reporting, accessed from Web of Science. IF based on 5-year average, article cites dated from June 2017. IF and TC are not available for journals that are not indexed by Thompson Reuters.

Suggested Research Reporting for Promotion and Tenure 2019

Brislen, L.*, K. Tanaka, **K. Jacobsen**. 2016. Preferred Knowledge Sources for Beginning Farmers: The Case of Kentucky. *Journal of Extension* 54(4): 4FEA5. (*IF & TC not available*)

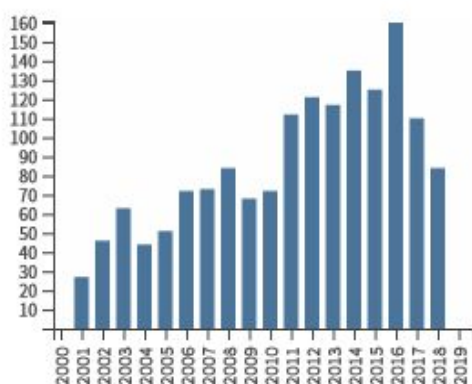
Anderson, V.M. †, D.D. Archbold, R.L. Geneve, D.L. Ingram, and **K.L. Jacobsen***. 2016. Fertility Source and Drought Stress Effects on Plant Growth and Essential Oil Production of *Calendula officinalis*. *HortScience* 51(4):342-348. (*IF=1.122; TC=7,659*) *Journal rankings in the subject category of Horticulture, IF 15/37, TC 5/37, Total Citations to date=45.*

When possible give URL and/or DOI links to your publications

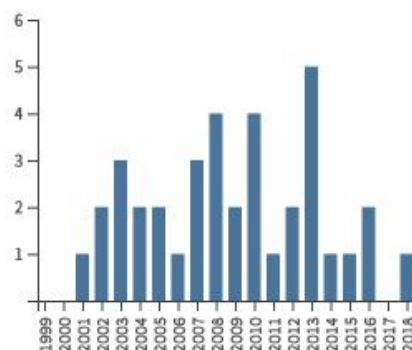
When appropriate additional analytics should be provided for overall research productivity such as h-index, sum of times cited by year and total publications by year. This would not be necessarily appropriate for Assistant Professors, but would be for Associate Professors during performance evaluations and when going up for promotion to full Professor, and for performance evaluations for full Professors.

Example:

Sum of Times Cited by Year



Total Publications by Year



Results found	81
Sum of the Times Cited	1823
Average Citations per Item	22.51
h-index	25

Graduate Student Education

- State your role (major advisor, committee member, other)
- Best evidence of success: your students have completed their degrees and published their work
- Other evidence of success: stating positions attained by students after they left your program

Sections of a Promotion and/ Tenure Dossier

Please note not all sections are applicable to all dossiers

1. College Dean's Recommendation
2. College APT Committee Recommendation
3. Dept. Chair Recommendation
4. UK Centers & Institutes Recommendations
5. Curriculum Vitae
6. Department Faculty Names, Ranks, Letters
7. Other UK Faculty Letters
8. External Reviewer Letters
9. Biographical Information for External Reviewers
10. Non-faculty Letters of Support
11. Faculty Annual Performance Reviews
12. 2- and 4-Year Reviews
13. Departmental Procedural Steps
14. Statement on Evidences of Activity
15. Teaching Portfolio
16. Personal Statement-Research
17. Personal Statement-Service
18. Personal Statement-Extension
19. Student Letters
20. Publications List & Sample Publications
21. List of Grant Proposals and Funded Grants
22. Evidence of Professional Status
23. Public Service
24. DOE
25. Special title Series Position Description
26. Area Committee Specification
27. Transcript
28. Graduate Faculty Data Sheet