

IFSAM Meeting Minutes: Feb. 6
Wednesday, February 6, 2019
5:00 pm - 6:20 pm
212 MacMillan Hall (Great Room)
Attendees: 17 members

Meeting Description: Three tenured professors, two, and one staff member (Elizabeth Farrar- E-Learning) shared strategies and their experiences of promotion at Miami. Q/A sessions specific to international instructors were followed.

I. Professors

Zara Torlone, Classics

- Miami's promotion policies are very straightforward but there can be some discrepancies between MUPIM and departmental governance document (especially concerning the quantity of scholarship. The vague statements, like "substantial body of research," may present hidden expectations (book/venue, number of articles). Recommendation: To avoid any kind of uncertainty, do more than the governance document or MUPIM requires.
 - Consider and research prestigious venues of publication in your field
 - Wisely choose outside reviewers; communication style can be important
 - For after tenure, the promotion to full seems to be gender dependent. Women sometimes are overwhelmed with service and do not get promoted at equal rate. Scholarship is extremely important when promoted to full professor. That and teaching should be the focus.

Haifei Shi, Biology

- Summarized information found on <https://miamioh.edu/academic-affairs/admin-affairs/promotion-tenure/>
- Typically apply in the 6th year (based on 5 years of work), with the option to apply to waive (early promotion) or extension (if needed based on issues such as visa, equipment needs, family.)
- Suggestion: look at successful tenure applications submitted within the last two years.
- Three areas evaluated:
 - Teaching and advising: provide various measures of teaching evaluation to show progress; save emails & thank-you notes from students; from peer evaluations
 - Active research program → publications and external funding (more emphasis in some departments); can include Miami as affiliation for past work if written while at Miami so it will count towards tenure; use resources/workshops for writing grant proposals
 - Service: look for committees that actually interest you
- Look into "Assigned Research Appointments" to release you from teaching and focus on research

Amy Yousefi, Engineering

- Shared contents of her P&T Dossier
- Some reviewers are carefully going to read the front page, Make Your Case!

II. Lecturers

Madhu Sinha, Interdisciplinary and Communication Studies

- Teaching and advising record
- Plenty of service; no specific guideline for how much
- Leadership (committee chair) vs just membership

Irena Kola- ACE & English

- Involved interviews, student eval of teacher, peer and supervisor observations; demo lesson
- Advising was not required of her as VAP; service was noted

III. Resources

Elizabeth Farrar, E-learning/Canvas

- E-learning works with faculty to help gather information via Canvas to add to their dossier
- Two ways: Student Reflection Statements and Outcomes and Rubrics (Learning Mastery Guidebook)

IV. Discussions:

- Challenges related to ethnic, racial, gender, cultural, or linguistic identities
- What international faculty/staff need to remember or consider when accepting a new position or offered a promotion
- Who are identified as “international faculty/staff” at Miami?
- What efforts can be made for international faculty to experience inclusion at Miami?