Moving from Associate to Full Professor
A workshop series and funding opportunity for CUNY Associate Professors

Spring 2017 Application
Application Deadline: January 27, 2017

I. PROGRAM DESCRIPTION
The 2015 administration of the Collaborative on Academic Careers in Higher Education (COACHE) survey and last year’s pilot of this program suggest that CUNY faculty want more support for promotion. In response, during the spring 2017 semester, the Office of Academic Affairs is once again pleased to offer Moving from Associate to Full Professor, a workshop series and funding opportunity for CUNY Associate Professors.

Two workshop series will be offered – one for Associate Professors at CUNY community colleges and one for Associate Professors at CUNY senior colleges. The series will address a broad range of practices that are important for professional success generally and promotion specifically.

Each workshop series will include two five hour (12:00 pm – 5:00 pm) sessions at CUNY Central (205 East 42nd Street) on the following dates:

Workshop Series for Senior College Associate Professors
   Friday, March 17, 2017
   Friday, April 21, 2017

Workshop Series for Community College Associate Professors
   Friday, March 24, 2017
   Friday, April 28, 2017

Following the workshop series, participants will have the opportunity to apply for funding aimed at helping them make progress toward promotion (see section IIB – Program Benefits – for more details).

II. PROGRAM BENEFITS
A. The Workshop Series
   The workshop series will cover practices, strategies, and knowledge that support professional success and may help faculty in their efforts toward promotion to full Professor.
Topics will include

- balancing scholarly/creative activity, teaching and service as well as work and personal life
- time management and procrastination
- handling rejection
- making good use of your summers
- building and optimizing your CV
- tips for navigating the promotion process

Speakers and discussions in each series will be tailored to issues relevant to the group’s work environment (i.e., community college vs. senior college).

The workshop series will require participants to conduct activities before, during and after the actual workshop sessions. At least one week before each workshop, participants will receive a description of activities (some of which must be completed ahead of time) and discussion questions and background readings that will provide a framework for thinking about a topic and its relevance to their careers. During the workshops, each topic will typically be covered in 2 steps: 1) a short presentation by the topic leader; 2) either a group discussion or a break-out session during which participants work in small groups, followed by a report back to the full group. More specific details about the workshops may be found in the materials prepared for last year’s pilot program, which are posted online at [http://www2.cuny.edu/academics/faculty-affairs/faculty-development-across-cuny/moving-from-associate-to-full-professor/](http://www2.cuny.edu/academics/faculty-affairs/faculty-development-across-cuny/moving-from-associate-to-full-professor/). Please note that while many of the topics and activities for this year’s program will be the same as or similar to those in last year’s pilot, modifications will be made based on feedback from last year’s participants.

Lunch will be provided during each workshop session.

**B. The Opportunity to Apply for Funding upon Completion of the Workshop Series**

Participants who complete the workshop series will be invited to apply for funding to help them make progress toward promotion to full Professor.

Applicants will be able to request funding for:

- Scholarly support for a variety of activities that are relevant to the applicant’s promotion to full Professor. Examples include:
  - paying an expert in the applicant’s field to review and comment on drafts of documents (e.g., a manuscript for publication, grant proposal, curriculum proposal)
  - paying a statistical or other technical consultant or an editor to assist with a manuscript, grant proposal or creative work
  - travel to present/perform work, gather data or conduct archival research, etc.
- One 3-credit course release (please note that only a very limited number of course releases will be available)
C. A community of colleagues across CUNY

The workshops provide a unique opportunity to connect with and learn from colleagues across the university. Participants in last year’s pilot workshop series placed a high value on exposure to the breadth and depth of expertise across the university and the sense of community that developed during the series.

III. ELIGIBILITY

Applicants must
1. be tenured CUNY Associate Professors
2. commit to attending the full 5 hours of both sessions in the relevant series and to complete pre- and post-workshop activities (see section IIA above for more details)

IV. SELECTION CRITERIA

Applications will be reviewed by a committee comprised of members of the CUNY Office of Academic Affairs on the following dimensions:
1. the applicant’s rationale for participating in the program and the match between what the applicant hopes to get out of program participation and what the program offers
2. evidence that the applicant has a carefully considered, realistic and specific plan and timeline for moving toward promotion

V. HOW TO APPLY

The deadline for all applications is January 27, 2017.

Accepted participants will be notified in February 2017.

Applications consist of the following three components. All three components should be converted into a single PDF for submission online at

http://www2.cuny.edu/academics/faculty-affairs/faculty-development-across-cuny/moving-from-associate-to-full-professor/

Please name your application file as follows:
AssocProf_2017_LastNameOfApplicant_FirstNameofApplicant.pdf

1. A cover letter that indicates a) why you would like to participate in the workshops, b) what you hope to get out of program participation, c) your commitment to attending the full 5 hours of both sessions in the relevant series, and d) your commitment to completing pre- and post-workshop activities.

2. An up-to-date, comprehensive CV (no biosketches please)
3. A one-page preliminary plan and timeline for moving toward promotion to full Professor at your college. The ideal plan will be both specific and realistic and address the promotion process and practices at your college.

VI. QUESTIONS?

Contact Dr. Annemarie Nicols-Grinenko, University Associate Dean for Faculty Affairs, at Annemarie.Nicols-Grinenko@cuny.edu or 646-664-8068.