

POTENTIAL TOPICS FOR DISCUSSION

RESEARCH

- Establishing a research focus early
 - Do you have a 3-minute elevator speech?
 - How to mix long-term goals with short term research that will result in publications?
- Writing: grants and manuscripts
 - What are strategies to establish routine writing habits?
 - What are strategies to navigate through grants administration on campus?
- Mentoring graduate students
 - Tips for recruiting graduate students.
 - What are the on-campus resources for graduate fellowships?
 - Tips on motivating graduate students.
 - How to meet graduate student needs; recognizing needy and non-needy students
 - Personality conflicts, what to do...
- Collaborations
 - Is it a good idea to participate in collaborations pre-tenure?
 - With whom? (grad/post-doc advisors? Departmental colleagues?)
- Talking with the media about your research
 - Practice giving a summary of your research to the general public
 - Provide a sound-bite for reporters (don't let them do it for you).

TEACHING

- Formative and summative assessments in the classroom.
 - SROs, what are they and how are they used?
 - Formative assessments are required on an annual basis...
- Managing difficult situations in the classroom.
 - How to handle disruptive students
 - What happens if a student seems to need medical attention?
- To tech or not to tech? How to use technology effectively
- Engaging students in active learning
- Testing and evaluating students
- Advising undergraduate students

SERVICE

- What service assignments should be avoided pre-tenure?
 - What assignments can increase visibility or work best to establish good citizenry in your department, college and university?
 - What about service to your profession (Reviewer? Officer? Editor?)?
- How to say NO.... thank you.
 - How to recognize when you can't say NO versus when you can?
 - Being a student advisor for a club....is this a good assignment?

THE INTANGIBLES

- Politics at the institution, college, department

- Recognize that politics do matter....learn what they are and how to play the game
 - How to recognize and deal with bullies.
 - Who can you talk to about frustrations; recognizing allies and friends vs false intentions.
- Who is who at NDSU? Who are the administrators at NDSU and what are they responsible for?
- Work:Life balance, or how to avoid chronic imbalance
- The tenure “package”.
 - How to package your accomplishments in a way the highlights your success? It is not just a list....