

## *Faculty Second Semester*

Best Practices Categories for Deans and Chairs to Promote:

### END OF SEMESTER REVIEW

**“The primary reason why faculty in academic units underperform has to do with the culture and politics of the department . . . To avoid this, we can focus on three things:**

1. how we are going to help new faculty integrate into the unit’s culture;
2. how are we going to connect them to the right people and help them form the right relationships;
3. how are we going to be sure that we really align expectations in every direction so that they’re set up for success...” – adapted from Michael Watkins, author of “The First 90 Days”

- From your perspective, what are the highs and lows of your first semester?
- Provide specific feedback to the new faculty member. Offer examples of what excellent work looks like from your perspective. Be specific about how the new faculty can improve their teaching, research and work.
- Review first semester teaching and discuss student evaluations and how their research is going.
- How can I help you prepare for next semester?
- What are some of the most important connections you have made?
- Is there anything I need to do more of for your success? Anything I need to do less of?
- How are you acclimating to our department norms and culture? How would you describe collegiality within our department?
- Review Individual Development Plan (IDP) and set goals for next semester.
- What leaders can I connect you with across campus that will accelerate your understanding of our campus or advance any of your goals?
- What resources have you found most useful? Have you had a chance to attend one of the [Experience UF events](#)?

The goal of this check-in is to make sure the new faculty member is **prepared** for the next semester, to see what lessons have been learned and what gaps still exist for them to feel successful. The checklist on page 1 covers the minimum crucial topics to have with your new faculty. Depending on circumstances, the following items may be considered for additional inclusion in your dialogue (delivered in your own words/style)

- ✓ Do you have any gaps in the resources or training you need to be effective in teaching and research?
- ✓ How are you finding the support provided by the [Academic Technology](#) department?
- ✓ How would you describe the connections you are making with the students you teach and mentor?
- ✓ Are there any affinity groups you would like to become involved with?
- ✓ Review the [land-grant](#) mission perspective.
- ✓ Address any concerns that do not foster a culture of inclusion or the accommodations the faculty member might need to feel more included.
- ✓ Discuss shared governance and promoting understanding of what that means.
- ✓ Are there international concerns I should be aware of or can assist you in resolving?
- ✓ Are there specific extracurricular interests or activities that you can connect them with in Gainesville or Florida?
- ✓ Is there anything you would like to learn more about?
- ✓ Have you met faculty in other departments?
- ✓ What professional networking organizations have you become involved in? Are there others that you may want to be a part of?

***A WORK CULTURE IS DEFINED BY THE WORST BEHAVIOR IT IS WILLING TO TOLERATE.***