1. **Core Dossier**

   Tracy Kitchel, Ph.D.
   Senior Associate Dean and Director of Faculty and Staff Affairs

2. **Today’s Workshop**

   - Articulate factors to consider when assembling your core dossier
   - Identify key components of the core dossier
   - Evaluate your narratives from your core dossier
     - And/Or Process options for your narrative from your core dossier

3. **P&T Panel: The Dossier**

   - Emily Buck, ACEL
   - Matt Davies, SENR
   - Gonul Kaletunc, FABE
   - Linda Lobao, SENR

4. **Dossier Outline**

   - Let’s look at the OAA Handbook and Form 105
   - OAA Handbook, Volume 3, Section 4.0
     - Core Dossier Outline: 4.1.2.4
       - Note word counts – key is to synthesize
   - OAA Forms: https://oaa.osu.edu/policies-guidelines-forms
   - Your outline should match that of the handbook and what is displayed by VITA
Narrative Considerations

• Read the prompt and determine the parts needing to be addressed.
• Example: Teaching Question 6 – Core Dossier
  • “Brief Description of your approach to and goals in teaching, major accomplishments, plans for the future in teaching”
  • There are three to four parts here:
    • Approach to teaching
    • Goals in teaching (could be woven into the first part on approach to teaching)
    • Major accomplishments
    • Plans for the future

Narrative Considerations

• Impact
  • What has changed or improved as a result of my work in teaching, research and/or Extension/outreach?
  • Impact can be scientific/research-related or applied/pragmatic
  • Appropriate measures of impact should be located in the TIU APT document
• Trajectory
  • Is there clarity in regard to my future productivity?
  • How does my current work inform me of my future work?
• Clarity
  • Does someone else understand my discipline’s norms so that impact and trajectory are clear?
  • Examples: authorship, what is considered top tier journal(s) in my discipline, time commitment on a lab- or experiential-heavy course, prestige of an award
  • Clarity also includes economy of language (you want colleagues to read your narratives, not skim them!)

Does this communicate impact?

• For ASE 5230, my average SEI score is 4.3 out of 5.0.
• Based on changes I made in my class, I was able to increase my SEI score for ASE 5230 from a 3.7 to 4.3.
• The first time I taught ASE 5230, I had a SEI average of 3.7. After reviewing my comments and peer review, it was clear that I needed to streamline my assignments. After those improvements, my SEI score increased to a 4.3 and students were are using the new final assignment as a portfolio piece for job interviews.

Does this communicate impact?

• Since my hire, I’ve been able to publish 14 peer-reviewed journal articles.
• Since my hire, I’ve published 14 peer-reviewed journal articles, three of which are published in journals with impact factors greater than 4.0.
• Since my hire, I’ve published 14 peer-reviewed journal articles, three of which are published in journals with impact factors greater than 4.0. Ten of the 14 articles focus on my work in ______, which led to three invited presentations regarding ______.
  *Review your TIU APT for evidence of excellence
**Does this communicate clarity?**

- I received the Mad Scientist Award for Excellence in Research from ___ in 2020.
- I received the Mad Scientist Award for Excellence in Research from ___ in 2020. This award is given to faculty who have a novel discovery based on their research.
- I received the Mad Scientist Award for Excellence in Research from ___ in 2020. This award is given to faculty who have a novel discovery based on their research. It is atypical for an Assistant Professor to receive this award. The last time this occurred was in 2012.*

*clarity tends to also help with impact and/or trajectory

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**When Should I Bracket in My Summaries?**

- Consider bracketing your SEI scores from pandemic semesters if the difference is “significant”
  - For example: “My SEI score average is 4.27. When reviewing averages from Spring 2020 during the COVID-19 pandemic, my 2 courses averaged 3.83. When removing the Spring 2020 SEI scores as an outlier, my average is 4.48.

- Use bracketing when talking about faculty appointments at other institutions
  - Research
    - “I have co-authored 22 peer-reviewed journal articles and 15 of those journal articles since my appointment at Ohio State.”
    - “I have co-authored 22 peer-reviewed journal articles and 15 of those journal articles since my promotion to Associate Professor.”
  - Teaching
    - "MY SEI scores averaged 4.47 over the last 5 years/since promotion” (whichever is shorter)

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**Peer Work Groups**

- In small groups, find a part of your narratives where you are struggling or anticipate struggling
- If you have a draft, share what you have, talk about what you’re considering changing based upon what you’ve heard today and garner feedback from your peers
- If you don’t have a draft, talk through what you think you will want to include based upon what you’ve heard today and garner feedback from your peers