

Guiding Questions for Breakout Sessions

1. What information is available at the PTR web site? <http://www.provost.uconn.edu/ptr/>
2. What is the most successful PTR format for documenting effectiveness and accomplishments in teaching and research?
 - What PTR forms should I use?
 - What is the desired length of the portfolio?
 - Are paper copies of all publications, or only first pages, appropriate for Department and College PTR review? for review at the Provost level?
 - Should I submit an entire grant application or only a first page?
 - What should I include in [or omit from] my PTR portfolio?
3. What PTR criteria are used to determine effectiveness and accomplishments in teaching and research?
 - What constitutes tenure in my School/College (i.e., number of books, peer-reviewed papers, creative activity)? If numbers are not used, what are the measures of success?
4. What is the best way to organize my monthly activities and efforts, to develop the most effective 5-year and 10-year strategy for PTR success?
5. How important are these factors in PTR evaluations?
 - teaching and service
 - contributing to department activities and cooperation with other department members
 - involvement in professional societies
 - advising undergraduate and graduate students
6. How important are sponsored grants and unfunded grants?
7. Are all publications equal? Are all exhibition/performance venues equal? How important is journal strength? Is the ratio of sole-authored, versus multiple-authored, publications important?
8. What is the role of my Department Head in the PTR process? How often should I communicate with my Department Head regarding my progress toward tenure and promotion? Who should initiate this communication?
9. At Regional Campuses, what are the roles of the Department Head and Regional Campus Director in the PTR process?
10. Are external referees [outside of the University of Connecticut system] used in the PTR process? Who should write my External Review letters? May some of these letters be written by Assistant or Associate Professors? Should the External Reviewers be from a Tier I Research University?
11. What can I do to make my PTR portfolio easier to read?