

## GOAL SETTING FOR SCHOLARLY WORK & RESEARCH: BEST PRACTICES

### KNOW YOUR DEPARTMENT

Understand what your requirements are; whether they are tenured related or other. Some things to consider might include: What are acceptable journals to publish in? Does proposal production count towards tenure? Do funded grants counted towards tenure? What other scholarly activities are important- performances, books, conference presentation, invited talks, etc.?

### MAKE CONNECTIONS AND BUILD COLLABORATIONS

- Seek out informal mentors, advisors, counselors and senior faculty.
- Request a formal mentor for the first two years.
- Set up regular meetings with your mentor or department chair.
- Seek out collaborators inside and outside UC Davis.

### DEVELOP YOUR EXPERTISE

- Attend professional meetings.
- Become a reviewer for funding agencies, conferences, and journals.
- Identify what is necessary to become recognized in your field – look at colleagues who are fellows in technical societies.
- Identify funding agencies of interest.
- Visit or arrange calls with program managers.
- Meet with staff from the Office of Interdisciplinary Research Support and your department grant support staff.
- Identify research teams if they exist and meet with them.
- Identify forums to present your research.

### MANAGE YOUR SCHEDULE AND TIME COMMITMENTS

- Make research a priority.
- Develop agenda around best times to collect data, and establish blocks of time to work on your own research activities weekly.
- Add deadlines for conferences and grant submissions to your personal calendar.
- Plan for and then manage leave time to maximize opportunities to write.
- Manage listserv subscriptions so that you receive useful information.

## GOAL SETTING FOR SCHOLARLY WORK & RESEARCH: FIVE-YEAR PLAN

Identify your first three goals working toward a 5-year plan to tenure, promotion, and or career growth. Your 5-year plan should be goal 3.

**GOAL 1:**

**STEPS:**

**OUTCOME**

**DEADLINE:** First Quarter

---

**GOAL 2:**

**STEPS:**

**OUTCOME**

**DEADLINE:** End of first year

---

**GOAL 3:** Five Year Plan

**STEPS:** Draft a five-year plan to tenure, promotion, or career growth

**OUTCOME:** Submit tenure package

**DEADLINE:** May 1, 2023