

FACULTY CAREER DEVELOPMENT PLAN (CDP)

Purpose: The purpose of a career development plan (CDP) is to facilitate the planning of the activities and milestones leading to promotion and tenure. A central feature of a CDP is a 3-5 year blueprint for developmental activities in research, teaching, and service that will position faculty for success at each stage of their career. This plan should be reviewed and modified as appropriate on an annual basis.

Objectives:

- Outline specific activities that will enhance the skills needed to succeed in your current role
- Provide a framework for evaluating your research, teaching, and service activities based upon your individual needs and departmental criteria
- Help you prioritize resources and time spent on activities that are most important and beneficial for your development and performance
- Document your goals and developmental needs so that you can identify resources at CSU that can provide assistance in these areas

Procedures:

- Become familiar with department and university policy and procedures, including key dates and timelines, levels of approval, and specific criteria developed by your home department.
- Complete the CDP and review it regularly.
- Meet with your department chair and/or mentor(s) regularly to discuss your CDP and your progress.

Professional Development Activities:

The CDP will ask you to consider professional development activities in research, teaching, and service. However, one or more of these areas may have more activities than others based upon your specific interests and development needs.

FACULTY CAREER DEVELOPMENT PLAN

Name: _____
Rank: _____
Tenure Status: _____
College: _____
Department Head: _____

Hire Date: _____
Review Date: _____
Tenure Application Due Date: _____
Department: _____
Report Date: _____

The following questions ask you to reflect on your goals and current level of performance relative to those goals.

1. Overall Career Goals

- If your career goals are met, describe where you see yourself in 5 years professionally?

- How is your time (effort) currently allocated? (Distribute effort to equal 100%)
____ Research ____ Teaching ____ Service ____ Other*

** If other, please describe here:*

- Currently, how do you actually spend your time? (Distribute effort to equal 100%)
____ Research ____ Teaching ____ Service ____ Other*

** If other, please describe here:*

- ☐ Ideally, how would you want to spend your time in order to obtain that 5-year goal? (Distribute effort to equal 100%)
____ Research ____ Teaching ____ Service ____ Other*

** If other, please describe here:*

- If you don't feel that there is flexibility in your time distribution now (pre-tenure), then how would you like to spend your time post-tenure? (Distribute effort to equal 100%)
____ Research ____ Teaching ____ Service ____ Other*

** If other, please describe here:*

2. Research and Scholarship

- Describe your vision as a research scholar. How would you like to be viewed within your discipline? (*What is novel about your research? What do you want to be known for in your field?*)

☐ **Activities:** What short-term milestones do you need to hit in order to achieve your vision? (*e.g., rate and types of publications, grant funding/targets, presentations, etc.*)

- **Resources:** What support is needed to help you attain this goal? Examples of support might include, but are not limited to, financial resources (*e.g., travel to support research*), personnel resources (*e.g., graduate assistants*), or professional development opportunities (*e.g., training on grant funding, lab management, writing support*)?

- **Network:** Who are the primary people you currently collaborate with? Who would you like to collaborate with that would help in the development of your career? How will you get visibility of your name and research expertise to the larger scientific community?

3. Teaching

- Describe your goals as teacher.

- **Resources:** What support is needed to help you attain these goals?

- **Activities:** What courses you would like to teach/develop? How will you improve your pedagogical skills?

FACULTY CAREER DEVELOPMENT PLAN: RESEARCH

Long Term Goals: (Promotion/Tenure)

Specific Outcomes to be achieved: (i.e., target # of pubs, presentations, funding, etc.)

- 1.
- 2.
- 3.
- 4.
- 5.

Short Term Goals: Actions to Achieve Long Term Goals (Examples of these are below but adaptable)

Actions/Activities	Timeframe
1. Funding (e.g., grant writing workshop, grant panels, meeting with program officers)	(ex. Year 1, FA19, Aug 2019, etc.)
(a)	
(b)	
(c)	
2. Publication (e.g., writing circles, manuscript workshops, data collection)	
(a)	
(b)	
(c)	
3. Develop network of collaborators (e.g., conference attendance, chair symposia, networking workshops)	
(a)	
(b)	

(c)	
4. Establish/expand lab (<i>e.g., recruiting RAs/postdocs</i>)	
(a)	
(b)	
(c)	
5. Work/Life Integration (<i>e.g., balancing workload with personal obligations, building support network</i>)	
(a)	
(b)	
(c)	

Additional resources required or skill development not included in above

- 1.
- 2.
- 3.

FACULTY CAREER DEVELOPMENT PLAN: TEACHING

Long Term Goals: (Promotion/Tenure)

Specific Outcomes to be achieved: (i.e., Excellence in Teaching and Mentoring, MS/PhD students graduated)

- 1.
- 2.
- 3.
- 4.
- 5.

Short Term Goals: Actions to Achieve Long Term Goals (Examples of these are below but adaptable)

Actions/Activities	Timeframe
1. Teaching (<i>i.e., classes taught, pedagogical workshops and training</i>)	<i>(ex. Year 1, FA19, Aug 2019, etc.)</i>
(a)	
(b)	
(c)	
2. Mentoring UG	
(a)	
(b)	
(c)	
3. Mentoring graduate students & postdocs	
(a)	
(b)	

(c)	
4. Managing workload & class preparation	
(a)	
(b)	
(c)	
5. Work/Life Integration (<i>e.g., balancing workload with personal obligations, building support network</i>)	
(a)	
(b)	
(c)	

Additional resources required or skill development not included in above

- 1.
- 2.
- 3.

FACULTY CAREER DEVELOPMENT PLAN: SERVICE

Long Term Goals: (Promotion/Tenure)

Specific Outcomes to be achieved: (i.e. Building (expanding) profile internal and external to CSU)

- 1.
- 2.
- 3.
- 4.
- 5.

Short Term Goals: Actions to Achieve Long Term Goals (Examples of these are below but adaptable)

Actions/Activities	Timeframe
1. Departmental Activities	<i>(ex. Year 1, FA19, Aug 2019, etc.)</i>
(a)	
(b)	
(c)	
2. College/University Activities	
(a)	
(b)	
(c)	
3. Academic/Professional Society Activities	
(a)	
(b)	
(c)	

4. Editorial or Review Panel Activities	
(a)	
(b)	
(c)	
5. Work/Life Integration	
(a)	
(b)	
(c)	

Additional resources required or skill development not included in above

- 1.
- 2.
- 3.