Complete Listing of COM Faculty Development Programs 2016-17
All Programs are from 5:00pm – 6:30pm in the MSB E351

September 2016

September 6, 2016  Reappointment, Promotions & Tenure
Facilitator: Alex Lentsch, PHD
Learning Objectives:  1) Understand RPT guidelines and processes
                      2) Identify the requirements for each level of career advancement
                      3) Develop a plan to reach the necessary milestones for career advancement
                      4) Understand and avoid common mistakes made during the RPT process

September 13, 2016  Hiring and Managing Research Personnel for Clinical Programs
Facilitator: Rita Alloway, PharmD
Learning Objectives:  1) Articulate the basic hiring policies and procedures
                      2) Engage administrators as collaborators
                      3) Identify your staffing and training needs
                      4) Incorporate strategies to effectively interview and evaluate candidates

September 20, 2016  Peer Review
Facilitator: Pamela Baker, PHD
- This presentation will discuss the topic of Peer Review including its definitions, purposes, best practices,
examples, application to medical education, and references for further reading

Learning Objectives:  1) Identify and describe the components of the peer review process
                      2) Identify strategies and resources for conducting effective peer reviews
                      3) Identify an effective rubric for conducting a peer review
                      4) Trouble-shoot problems/issues that might arise during the peer review process

October 2016

October 4, 2016  Understanding the Budgetary Process
Facilitators: Neil Holsing, MBA and Jan Hawk
Learning Objectives:  1) Understand the different sources of funds utilized by the COM
                      2) Understand how departmental budgets are developed
                      3) Understand how faculty activities relate to departmental and COM budgets
                      4) Understand how to read and interpret a budget/financial report (grant report will be used as
                      an example).

October 18, 2016  Just in Time Teaching
Facilitator: Howard Jackson, PHD
- This presentation will discuss the topic of Just in Time Teaching including its definitions, purposes, best practices,
examples, application to medical education, and references for further reading

Learning objectives:  TBD
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November 2016

November 1, 2016  Creative New Options for Transition to Retirement
Facilitator: Robert Brackenbury, PHD

*Learning Objectives:* 1. Be familiar with “best practices” in transition to retirement in place at universities around the country
2. Be aware of “win-win” possibilities for retirement that address your financial and healthcare needs while facilitating continued intellectual engagement and involvement in COM activities.
3. Be aware of and know how to access intellectual, social and service opportunities offered by the developing UC Emeriti Center (and COM section).
4. Have the opportunity to participate in the process for defining the needs and desires of faculty in retirement and partnering with the COM to fulfill these needs

November 15, 2016  Discriminating Assessments
Facilitator: John Quinlan, MD

- This presentation will discuss the topic of Discriminating Assessment design including its definitions, purposes, best practices, examples, application to medical education, and references for further reading

*Learning objectives:* TBD

December 2016

December 13, 2016  Hiring and Managing Basic Science Research Personnel
Facilitator: James Herman, PHD

*Learning Objectives:* 1) Articulate the basic hiring policies and procedures
2) Engage administrators as collaborators
3) Identify your staffing and training needs
4) Incorporate strategies to effectively interview and evaluate candidates

December 20, 2016  Teaching/Education Program
Facilitators: TBD

*Learning objectives:* TBD

January 2017

January 3, 2017  Time Management
Facilitator: Amy Bunger, PHD

*Learning Objectives:* 1) Establish a time management plan and set priorities
2) Develop multi-tasking skills
3) Determine when and how to say “no”
4) Develop methods of effective delegation
5) Identify ways to balance work and family

January 10, 2017  Navigating the IRB Process
Facilitator: Michael Linke, PHD

*Learning objectives:* TBD
January 17, 2017  Assessing Student Learning
Facilitators: Janice Denton, PHD
- This presentation will discuss the topic of Assessing Student Learning including its definitions, purposes, best practices, examples, application to medical education, and references for further reading

Learning objectives: TBD

February 2017

February 7, 2017  Reappointment, Promotions & Tenure
Facilitator: Alex Lentsch, PHD
Learning Objectives:
1) Understand RPT guidelines and processes
2) Identify the requirements for each level of career advancement
3) Develop a plan to reach the necessary milestones for career advancement
4) Understand and avoid common mistakes made during the RPT process

February 14, 2017  Biomedical Informatics and Data Science
Facilitator: Peter White, PHD
Learning objectives: 1) Learn how to access medical data

February 21, 2017  Teaching/Education Program
Facilitators: TBD
Learning objectives: TBD

March 2017

March 7, 2017  Managing Conflict and Stress
Facilitator: Vickye Payton, MEd
Learning Objectives:
1) Identify your top stressors regarding work life balance
2) Assess where you are spending your energies and if you need to shift
3) Approach conflict by identifying and dealing with differences
4) Construct a model to address conflict and move into dialogue and resolution

March 14, 2017  Biomedical Informatics – Clinical Data Usage
Facilitator: Brett Harnett, MS, IS
Learning objectives: TBD

March 21, 2017  Small Group Learning
Facilitators: Laura Wexler, MD and DJ Lowrie, PHD
- This presentation will discuss the topic of Small Group Learning including its definitions, purposes, best practices, examples, application to medical education, and references for further reading

Learning objectives: TBD
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April 2017

April 4, 2017  Work/Life Balance and Managing Burnout
Facilitator:  Michael Archdeacon, MD, MSE
Learning Objectives:  1) How to create a boundary between balancing work and personal time
leave work at work where possible
2) Assess your current work/life balance and overcome internal and external obstacles to
achieving balance
3) Promote awareness of burnout and learn how to identify it in yourself (and others)
4) Understanding the importance of being connected and asking for help
5) Identify what you love and make that a priority

April 11, 2017  Interpreting and Responding to Grant Reviews
Facilitators:  Alex Lentsch, PHD and Melanie Cushion, PHD
Learning objectives:  TBD

April 18, 2017  Teaching/Education Development Program
Facilitator:  TBD
Learning objectives:  TBD

May 2017

May 2, 2017  Taking Advantage of Your Annual Performance Review
Facilitator:  Alex Lentsch, PHD
Learning objectives:  TBD

May 9, 2017  Research Compliance
Facilitators:  Holly Bante, PHD, MPH, Tara Wood, and Jane Strasser, PHD
Learning objectives:  1) Understanding research and regulatory compliance management
2) How to take a proactive, rather than reactive, approach to identifying and managing research
compliance risks
3) Learn how to minimize liability and risk to yourself and the University from non-compliance
and adverse events

May 16, 2017  Designing Lectures
Facilitator:  Aaron Marshall, PHD and Ellie Farr

➢ This presentation will discuss the topic of Designing Lectures including its definitions, purposes, best practices,
examples, application to medical education, and references for further reading

Learning objectives:  TBD