September 2018

**September 11, 2018**  How to Present Your Data  
Facilitator: Dawn Kleindorfer, MD  
*Learning Objectives:*  
1) To describe optimal methods for clear presentation of data.  
2) To improve attendees oral presentation skills  
3) To review principles of integrity in data presentation.

**September 18, 2018**  Reappointment, Promotions & Tenure  
Facilitator: Alex Lentsch, PHD  
Room: MSB 7151  
*Learning Objectives:*  
1) Summarize 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) Identify and avoid common mistakes made during the RPT process

**September 25, 2018**  Tips, Hints and Tricks for Poster Presentations  
Facilitator: Kyle Sliney, BAS  
Room: MSB 3352  
*Learning Objectives:*  
1) Discuss basic design strategies for presentations/posters  
2) Become familiar with university software/tools for presentations/posters  
3) Demonstrate additional university training resources available for presentations/posters

October 2018

**October 2, 2018**  Tips and Tricks for Writing your CV, Biosketch, or Executive Summary  
Facilitator: Dawn Kleindorfer, MD  
Room: MSB 7151  
*Learning Objectives:*  
1) Review basic principles of preparing a curriculum vitae and/or an NIH biosketch  
2) Share examples of previous CVs reviewed by Dr. Kleindorfer to further demonstrate the range of possible methods of CV formatting and content  
3) Assist researchers in the content and visual appeal of their CV to maximize the description of research productivity  
4) Help clinicians and clinical educators improve the descriptions of clinical and education activities on their CVs for optimal clarity and completeness.

**October 9, 2018**  Interpreting and Responding to Grant Reviews  
Facilitator: Melanie Cushion, PhD  
Room: MSB 7151  
*Learning Objectives:*  
1) Learn how to prepare yourself for, and deal with, (perceived) criticism  
2) Learn important techniques of responding to critiques  
3) Learn how to maximize your response in a 1-page rebuttal
October 23, 2018     Easy Statistical Tests YOU can do
Facilitator: Rob Kallmeyer, PhD, Associate Professor Arts & Sciences, The Christ College of Nursing and Health Sciences
Room: MSB 3352
Description:
- If you avoid conducting or discussing statistical research because it seems complicated, you’re not alone. However, there are many simple statistical tests YOU can conduct, right in Excel. All you need is a step-by-step guide on what to click. This workshop will show you two of the simplest and most common tests to compare group differences, such as comparing pre/post test scores or comparing survey results between two samples. I’ll guide you step-by-step through how to use this in your research, what to click in Excel, understanding the results, and creating a results statement and table for a peer-reviewed publication or presentation. Once you have data, you could have a results section completed in an afternoon, with time for a long lunch. This workshop is perfect for educational, behavioral science, and medical researchers who want to conduct, present, and understand statistical research.

Learning Objectives: 1) Learn about basic statistical tests useful in medical education 2) Conduct statistical tests in Excel 3) Create a results statement and table for a peer-reviewed publication or presentations

November 2018

November 6, 2018     How to Effectively (and Legally!) Interview Candidates
Facilitator: Eric Warm, MD
Room: MSB 2001
Learning objectives: 1. Articulate at least 2 purposes of a residency interview 2. Discuss current evidence regarding interview effectiveness 3. State the NRMP code of conducts regarding interviews

November 14, 2018     Clinical Research: How to Get Help
Facilitator: Brett Kissela, MD
Room: MSB 7151
Learning Objectives: 1) Summarize the structure and function of clinical research administration within the UC COM and UC Health 2) Discuss what services are available to assist you in your clinical research endeavors

November 27, 2018     Teaching with Video: Tips and Resources
Facilitator: Derek Niewahner
Room: MSB 3352
Learning Objectives: 1. Understand the common uses of video in medical education 2. Increase awareness of related university-supported resources 3. Describe best practices for optimizing for learning value and accessibility

December 2018

December 5, 2018     Identifying and Managing Burnout
Facilitator: Jennifer Molano, MD
Room: MSB 7151
Learning Objectives: 1. To define the components and consequences of burnout. 2. To explain the drivers for burnout and wellbeing 3. To summarize potential strategies to promote wellbeing and resilience
Complete Listing of COM Faculty Development Programs 2018-19

All Programs are from 12:00pm – 1:00pm

<table>
<thead>
<tr>
<th>Date</th>
<th>Program</th>
<th>Facilitator(s)</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 11, 2018</td>
<td>Medical Education Research at UCCOM and beyond</td>
<td>Heather Christensen, PHD</td>
<td>MSB 7151</td>
</tr>
<tr>
<td>January 22, 2019</td>
<td>Arts in Health</td>
<td>M. Bain Butcher, MD, MFA</td>
<td>MSB 3057</td>
</tr>
<tr>
<td>February 5, 2019</td>
<td>Improvement Science: Designing Systems for Better Outcomes</td>
<td>Dr. Muhammad Ahsan Zafar, MD, MS, FCCP</td>
<td>MSB 7151</td>
</tr>
<tr>
<td>February 12, 2019</td>
<td>Grant Writing</td>
<td>Frank X. McCormack, Jr, MD</td>
<td>MSB 7151</td>
</tr>
<tr>
<td>February 26, 2019</td>
<td>Providing Effective Feedback in the Clinical setting</td>
<td>Drs. Rob Neel &amp; Amy Guiot</td>
<td>MSB 3057</td>
</tr>
<tr>
<td>March 6, 2019</td>
<td>Work-Life Balance and Time Management</td>
<td>Michael Archdeacon, MD, MSE and Dani Zander, MD</td>
<td>MSB 7151</td>
</tr>
</tbody>
</table>

**Learning Objectives: December 11, 2018**

1. Define medical education research
2. Summarize a recent study reporting on the state of educational research at UCCOM
3. Discuss current trends and identify gaps in medical education research beyond UCCOM
4. List potential funding sources for medical education research
5. Develop an initial idea for a potential scholarship opportunity or identify a potential research collaboration

**Learning Objectives: January 22, 2019**

1. Increase awareness of Arts in Health
2. Become familiar with research involving Arts in Health
3. Learn how to apply Arts Integration in Arts in Health

**Learning Objectives: February 5, 2019**

1. Describe the role of ‘system’ as a modifiable risk factor in outcomes
2. Compare the differences & strengths of improvement science and clinical research
3. Introduce the UCH way for Performance Improvement
4. Identify one area in your domain that needs improvement

**Learning Objectives: February 12, 2019**

1) Illustrate that good grant writing is about a good idea and a compelling story
2) Discuss that polishing grants is about iterative refinement and a parsimonious approach to use of words
3) Recognize that a high tolerance for frustration and dogged perseverance are keys to success

**Learning Objectives: February 26, 2019**

1) Describe the importance of feedback across various clinical education settings
2) Explain the various types of feedback common in clinical settings
3) Improve upon the use of effective feedback in daily educational practice

**Learning Objectives: March 6, 2019**

1. Describe common challenges to work-life balance during training and faculty years
2. Develop approaches to navigate these challenges
Complete Listing of COM Faculty Development Programs 2018-19
All Programs are from 12:00pm – 1:00pm

March 12, 2019  How to Write a Good Grant Review
Facilitator: George Deepe, MD
Room: MSB 7151
Learning Objectives:
1. Assess the major strengths and weakness of a grant proposal.
2. Identify the differences between the major subcategories of grant review.
3. Recognize the differences in reviewing R grants from other grant types.
4. Appraise key elements in a grant that informs your evaluation.

March 26, 2019  Easy Statistical Tests YOU Can Do Using Regression Analysis
Facilitator: Rob Kallmeyer, PhD, Associate Professor Arts & Sciences, The Christ College of Nursing and Health Sciences
Room: MSB 3057
Description:
- This workshop teaches attendees how to conduct one of the most useful and common statistical tests: regression. Using a regression analysis, researchers can see the extent that variables (e.g., GPA and amount of self-discipline) work together to predict another variable (e.g., MCAT score). This workshop will walk you step-by-step to conduct the regression analysis in Excel, interpret the results, and create a table and results statement ready for peer-reviewed publication or presentation.

Learning Objectives:
1. Conduct a Regression analysis to predict an outcome variable (e.g., MCAT scores, patient/student satisfaction) in Excel
2. Create a results statement and table for peer-reviewed publications or presentations

April 2019

April 2, 2019  Leadership: Effectively Managing Teams
Facilitator: Jack Kues, PHD
Room: MSB 7151
Learning Objectives:
1. Distinguish between leadership and management activities in a team
2. Identify different styles of leadership and how they apply to different types of teams
3. Utilize strategies to promote optimal functioning within teams
4. Recognize team dysfunction and its causes

April 9, 2019  Navigating the IRB Process
Facilitator: Michael Linke, PHD
Room: MSB 7151
Learning Objectives:
1) Identify human subjects research projects that require oversight by the UC IRB.
2) Describe the ethical principles for the protection of human subjects of research.
3) Outline the UC HRPP protocol review process
4) Recommend ways to improve interactions with the HRPP and IRB

April 23, 2019  Twitter: A Supplemental Tool for Professional Development in Medicine and Science
Facilitator: Jaime Lewis, MD
Room: MSB 7151
Learning Objectives:
1. Describe effective uses of social media in medicine
2. Explain how participation in the Twitterverse may supplement traditional forms of networking
3. Describe ways of using Twitter for education
4. Explain how Twitter may function as a patient resource
5. Discuss ethical and legal concerns of social media presence
Complete Listing of COM Faculty Development Programs 2018-19
All Programs are from 12:00pm – 1:00pm

May 2019

May 7, 2019  Taking Advantage of Your Annual Performance Review
Facilitator:  Alex Lentsch, PHD
Room:  MSB 7151
Learning objectives:
1) Develop an agenda that allows you to take control of your performance review
2) Formulate realistic expectations and goals by working with your chief or chair
3) Discuss what information you should include in your review and why
4) Review what topics you should discuss with your chief or chair
5) Summarize how to deal with uncomfortable discussions

May 14, 2019  How to be a Site PI
Facilitator:  Daniel Woo, MD, MS
Room:  MSB 7151
Learning Objectives:
1) Describe the basics of salary, effort, fringe benefits and overhead
2) Summarize what a time study is and how to develop one in comparison to the budget
3) Recognize the differences in background for clinical research coordinators and their limitations and benefits

June 2019

June 4, 2019  Where Does My Salary Come From?
Facilitator:  Neil Holsing
Room:  MSB 7151
Learning Objectives:

June 5, 2019  Providing Effective Feedback in the Clinical setting (repeat session)
Facilitators:  Drs. Rob Neel & Amy Guiot
Room:
Learning Objectives:
1) Describe the importance of feedback across various clinical education settings
2) Explain the various types of feedback common in clinical settings
3) Improve upon the use of effective feedback in daily educational practice

June 11, 2019  Avoiding research misconduct
Facilitator:  Rita Alloway, Pharm.D.
Room:  MSB 7151
Learning Objectives:
1) Define research misconduct
2) Summarize the criteria for research misconduct
3) Develop a plan to maintain research ethics and avoid scientific misconduct