

CFE Research & Creativity Leadership Certificate – offer in FY20

Description

The CFE Research Capacity Team offers a Certificate of Research & Creativity Leadership to full and part-time tenure track and non-tenure track faculty working at the University. The certificate provides evidence of the faculty member's involvement in activities such as workshops, seminars, and training sessions, that are oriented towards faculty research leadership and enhancing effectiveness in research and creativity.

Faculty earn the certificate after

1. completing 12 (twelve) credits of training activities (out of a possible 27 credits – see below) and
2. submitting a reflection paper on how they have incorporated what they learned into their scholarly activities.

The certificates can be included in annual review and promotion and tenure materials as well as in applications for awards. You do not have to complete all credits in one year.

Credit

- Most of the time 1 hour = 1 credit.
- To receive credit for Center of Faculty Excellence sponsored activities, interested faculty should sign the Record of Attendance that will be distributed at these events.
- To receive credit for other activities, such as HR courses, Office of Sponsored Programs workshops or watching webinars from the National Center for Faculty Development and Diversity (NCFDD), faculty should download and complete [Outside Activity Form](#) and submit to cfe@montana.edu. Forms should be submitted immediately after attendance rather than all at one time.
- After completing 12 (twelve) credits, faculty should submit a two-page reflection paper describing how their research/creativity leadership and scholarly activities have been impacted as a result of attendance.

Workshops	Format	Credits
Conflict Management – CFE 501 or HR 501	In person	2
Project Time Management – NCFDD Every Semester Needs a Plan or NCFDD Mastering Academic Time Management	Online	1
Practical Clinical Partner Management – CFE 580	In person	1
Principal Investigator Training – OSP	Either	3
Mentoring Undergraduate Students – CFE 550	In person	1
Research Mentoring – CFE 560	In person	6
Managing your Grant Finances - OSP	Online	1
Financial Planning and Budgeting for a Grant – CFE 620	In person	1
Communications Styles – HR 701	In person	1
How to Manage Your Startup Package – CFE 510	Either	1
Developing and Managing Teams – HR 801	In person	2
Interdisciplinary Research – CFE 600	In person	2
Participation in the year-long Developing Excellence in Academic Leadership (DEAL)	In person	5
Reflection Paper (2-page description of how your leadership has improved as a result of attendance)		

Descriptions of Workshops

CFE 501 Managing Conflict (see list of research [workshops on the CFE website](#))

Conflict is part of our academic life, whether it be in the classroom, mentoring/advising or in our research and creative teams. This workshop discusses the different sources of conflict and provides practical steps to manage it. Participants will get a chance to practice these steps in scenarios and develop a comfort with conflict.

HR 501 Managing Conflict (part of the [Management Development Program](#))

- Sources of conflict
- Conflict styles
- Difficult conversations
- Dealing with difficult people

- Conflict scenarios

HR 701 Personality Inventories (part of the [Management Development Program](#))

- Gain self-insight and improve interactions in the workplace among teams
- Understand differences, improve communications and manage employees with varying styles
- Develop a deeper understanding of self and behaviors and appreciate others by making constructive use of differences
- Learn to approach problems in different ways which can be healthy and productive for the individual, the employee team, and for the University

HR 801 Motivating and Engaging a Diverse Work Force (part of the [Management Development Program](#))

- Building a positive work culture/respectful workplace
- Dimensions of diversity in the workplace: awareness and understanding
- Developing teams

NCFDD [Every Semester Needs a Plan](#)

NCFDD planning webinar offered at the beginning of each semester so that you can take time out of your schedule to identify your personal and professional goals, create a strategic plan to accomplish them, and identify the types of community, support, and accountability you need to make this your most productive and balanced semester ever!

NCFDD [Mastering Academic Time Management](#)

This webinar is specifically designed to address these issues and provide participants with concrete skills to successfully transition from graduate student to professor. Specifically, participants will learn:

- The three biggest mistakes that new faculty make in managing their time
- Why and how to align work time with institutional and personal priorities
- How to create time for academic writing and research
- How to organize a network of support and accountability for writing productivity and balance

CFE 510 The Faculty Startup Package (see list of research [workshops on the CFE website](#))

Faculty startup packages vary on what they include and where they come from. Join this workshop where we will discuss what a startup package is, how and when you negotiate it, what kinds of funds are included in it and how you manage it. The session is open to faculty, postdocs and graduate students.

CFE 550 Undergraduate Research Mentoring (see list of research [workshops on the CFE website](#))

Looking for some ideas on how to best mentor undergraduate students in research? Come to a panel session with faculty from STEM, social science and humanities to talk about why they work with undergraduates, how they structure their programs, and different ways of establishing expectations and understanding motivation of students. The session will end with small group discussions with the panelists to ask specific questions about how they successfully mentor undergraduates.

CFE 560 Effective Research Mentoring (2 3-hour sessions - see list of research [workshops on the CFE website](#))

Strong mentorship has been linked to enhanced mentee productivity, self-efficacy, career satisfaction, and is an important predictor of the academic success of scientists in training. Join experienced mentors for sessions that are based on the *Entering Mentoring* curriculum, which has been successfully tested in a multi-site randomized controlled trial led by UW-Madison. The mentors who participated in *Entering Mentoring* assess their mentees' skills and communicate with them more effectively. This workshop uses a case-based approach to discuss mentoring challenges among peers, share best mentoring practices, read relevant literature, review structured documents for mentoring success (e.g., compacts and individual development plans), and create a mentoring philosophy.

CFE 580 Practical Clinical Partner Management

TBD

CFE 600 Interdisciplinary Research

TBD

OSP [Principal Investigator \(PI\) Training](#)

- The Principal Investigator training is designed to ensure that all investigators have the information needed to conduct their research in compliance with both federal and state regulations.
- MSU PI Training is mandatory (one-time only) for researchers and we encourage anyone, including students, working with sponsored funding to attend.

OSP Managing your Grant Finances

TBD

CFE 620 Financial Planning and Budgeting for your Grant

TBD