Library Workshops for Faculty Preparing for Promotion and Tenure Reviews

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The Beginning: Seeking to Meet a Need

In recent years we have discussed the occasional call or e-mail from faculty colleagues who are hurriedly working on the final preparations of their dossiers for third-year, tenure, or promotion review. The inquiries have typically centered on requesting materials via Interlibrary Loan or searching for publication data, including journal rankings, acceptance rates, impact factors, etc.

Discussion continued with the idea of offering instruction workshops for faculty with the hope that given the information earlier on in the process, it may be possible to prevent some of them from experiencing a stressful "crunch" time when the due date for dossier materials is at hand.

The Plan: Initial Series of Workshops

Six workshops were scheduled for the fall semester 2016
- Sessions scheduled to take place at the Ralph Brown Draughon Library (Main Library)
- Sessions were scheduled to last between 45-60 minutes
- Session times and days of the week varied to accommodate differing schedules
- Librarians contacted the heads of each department and shared information to promote the sessions
- Librarians directly contacted and invited individual faculty members who are approaching third year and tenure review.
- Librarians developed a short anonymous online survey to be taken after a session and acquired IRB approval for the protocol.

The Plan: Session Topics

Topics presented in the sessions:
- **Document Delivery Services**:
  - Interlibrary loan
  - Consortia
  - *AubiExpress*
- **Journal Citation Reports**
  - Impact Factors
  - Rankings
- **Article Citations**
  - *Web of Science*
  - *Google Scholar*
  - Data from Journal Website
- ***Ulrichsweb***
  - Journal information
  - Indexing information
- **Journal Acceptance Rates**
  - *Caball's* Directory
  - Inquiring with the Journal (Recommended saving data about the rate when article is accepted)
- ***AUrora*** (Auburn University's Institutional Repository)
  - Publisher's permission
  - *Sherpa/Romeo*

Feedback: Participant Comments

- Attendees expressed being familiar with many of the resources, but each expressed pleasure with learning more about them and with the new content they learned.
- Attendees expressed belief that the workshop would be helpful to newly-hired faculty.
- Attendees asked more questions about unfamiliar resources, namely ***Ulrichsweb***, ***Cabell's Directory*** and ***AUrora***.

Feedback: Online Survey

Question				
Primary Purpose for attending session	Prep for 3rd year review: **33%**	Prep for tenure review: **16%**	Prep for promotion review: **16%**	Other: **33%**

Question						
Primary reasons for participation in the session (Select all that apply).	Searching/ locating publications: **33%**	Evaluating/ selecting journals for publication: **33%**	Citations of scholarly publications: **50%**	Document delivery services such as Interlibrary Loan: **0%**	Libraries' general resources and services for faculty: **66%**	Other: **16%**

Question : *Having participated in a library session, please indicate how confident you are that you can…?*	Very	Somewhat	Not very	Not at all	No response
use the Libraries' online resources to search, find, and access publications related to your research	83%	16%	0%	0%	0%
use the Libraries' online catalog to search, find, and locate non-electronic sources/items	83%	0%	0%	0%	16%
use library resources and tools to evaluate and select journals for publication use library resources to search, find, and access information about citations of scholarly publications	50%	33%	0%	0%	16%
make requests and access publications using the Libraries' document delivery services such as Interlibrary Loan	66%	33%	0%	0%	0%
request assistance with Library services and resources	100%	0%	0%	0%	0%

Observations and Potential Steps Forward

- Participation was low. Most faculty do not likely see their need for a workshop. Some may just be too busy.
- Faculty are often still unaware, however, of several resources available (ex. Institutional repository, *Ulrichsweb*, *Cabell's Directory*, etc.)
- Individual needs for tenure and promotion reviews vary by department (ex. Some need journal rankings/impact factors and others do not).
- The future of workshop sessions appears to lie more with newly-hired faculty and can be promoted by campus professional development offices.
- The liaison relationship may be the best method to promote resources with faculty past the third-year review.