

Juggling Responsibilities: Teaching, Research, Service, and Administration

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Defining Balance

- Myth of the balanced life
- Balance is not a static point
- Work that you love & love in your life
- Separation not possible – you have only one life

Promotion & Tenure Seek Assistance

- Mentor
- Department Chair, Director of Faculty Affairs or other “big picture” administrator
- Evaluate self

Workshops
Lecture adapted from, “Not Just Surviving –
Thriving: Life-Work Balance from the Inside Out by Jon Morse

Habits of Mind Resiliency

- Support network
- Generally flexible
- Self-reliant
- Curious
- Generally optimistic

Optimism *Permanence*

- Permanent
(Pessimistic)

“I’m all washed up.”
“Grants rarely get funded”

- Temporary
(Optimistic)

“I’m too tired to complete this task.”
“Grants don’t get funded when I don’t plan ahead & obtain internal review.”

Advantages for Optimists

- Increased motivation
- Superior achievement in work, school, & sports
- Elevated mood & well-being
- Better physical health

Move into the light ...
Habits of Mind
Scholarship

- Write grants
- Conduct research
- Disseminate

—“Rule of 3”_

- “In progress”
- “In review”
- “In press”

- Priority Setting**
- Limit presentations to peer-reviewed scientific meetings
- OR** community settings directly impacted by your research or research participants
- Only present COMPLETED research

I am doing my research
Disseminate to the next generation
Teaching

- Be Organized!**
- Prepare course and lectures/class assignments etc before the semester begins!
- Use web-based programs to organize content

- Prepare “to do” list and timetable of course-related tasks
- Priority Setting
- Work with academic coordinators to have consistent teaching assignments
- Keep file of content, strategies, resources to enhance course in the future

I am doing my research & teaching....
What is good academic citizenship?

- Serving on governance bodies, committee, workgroups ...
 - Promoting the welfare of the collective.... providing leadership for self and others
- REFERENCE: Joyce J. Fitzpatrick

Service

- **Priority Setting**
- Work with administrators to have consistent service assignments
- Communicate your strengths to administrators, e.g. curriculum planning
- Determine early your contribution to a committee and offer to work on it! Otherwise you may not like your “assignment”
- Prepare for meetings, especially those you chair!!!!
- Remember – your leadership skills are being assessed during meetings

Administration

- Work with administrators to have administrative responsibilities that “match” research and/or teaching responsibilities AND your academic rank
- Negotiate administrative assignment within your workload

Good Academic Citizens Are NOT Complainers –
They are Problem Solvers!

Citizens of the academic community...

- Be knowledgeable about the enterprise
- Participate in thoughtful deliberations
- Raise their voices
- Participate in the policy decisions

- Hold their leaders and themselves responsible for the collective decisions
- REFERENCE: Joyce J. Fitzpatrick

Promotion & Tenure:
Scholar, Teacher & Good Citizen!

Geriatric nurse **academics** are not born, they are made