

Academic Careers at Primarily Undergraduate Institutions (PUIs)

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Types of PUI's

- **Community Colleges**

- Two-year degree (usually)
- Front Range Community College (CO), California Community College System (CA), Olympic Community College (WA), Ivy Tech (IN)

- **Liberal Arts (LA) Institutions**

- Bachelors degrees only/significantly
- Most 800-3500 students
- Mostly private some public
- DePauw University (IN), Hope College (MI), Trinity University (TX), Colorado College (CO), Fort Lewis College (CO), St. Mary's College of Maryland (MD)



Types of PUI's (CONT.)



- **Regional Comprehensive Universities**

- Usually bachelors and masters degrees (few Ph.D. programs in select disciplines)
- Typically, 10,000-20,000 students
- James Madison University (VA), University of Michigan-Dearborn, Hunter College (part of the CUNY system), Indiana State University (ISU)

- **Schools with religious affiliation**

- Degrees available depend on the institution
- Size varies widely 500-15,000
- Gonzaga University (WA), John Carroll University (OH), Calvin College (MI), Mount Saint Mary's College (CA)

Why Choose a PUI

- Passion for teaching at the undergraduate level
 - Enjoy the intellectual stage that undergraduates represent
- Like being more of a generalist than a specialist
- Enjoy intellectual engagement beyond your field
- Like doing research but not interested in maintaining an R1 lab and/or mentoring graduate students
 - most still expect research agenda
 - lower grant seeking and publication expectations
 - fewer support staff and structures



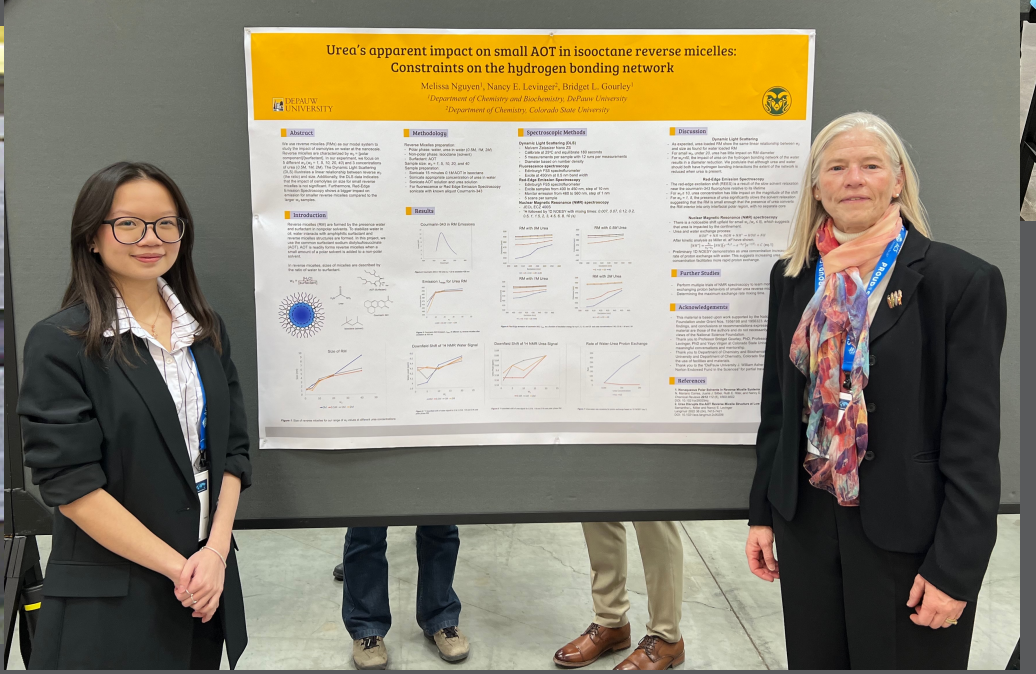
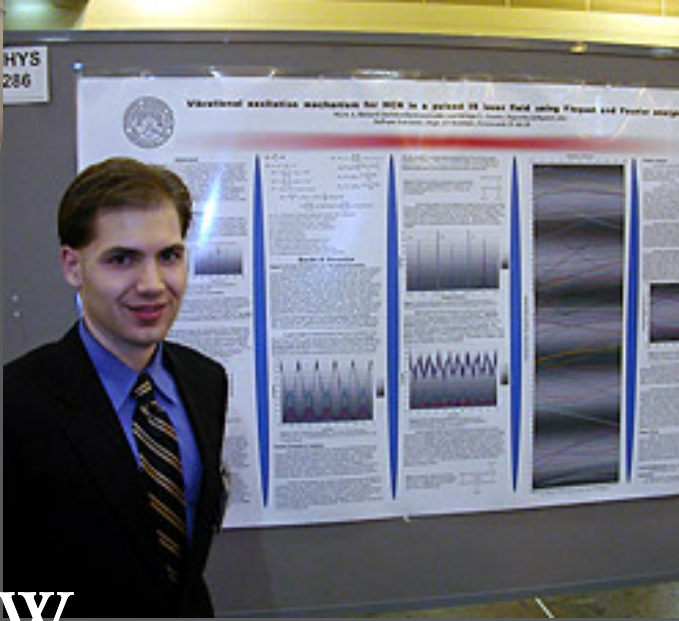
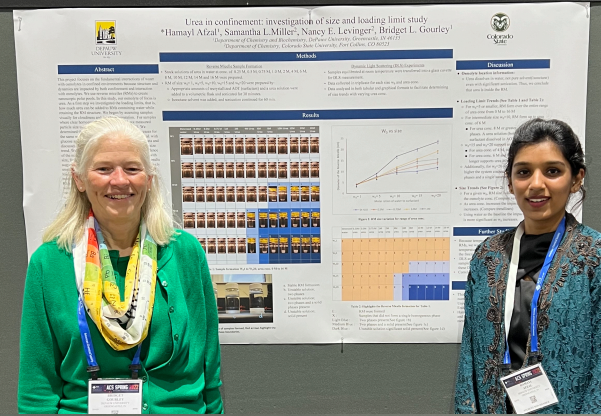
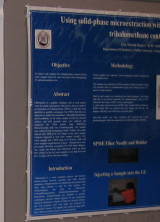
Why NOT to Choose a PUI

- Think the job is easier than at an R1
 - It's very different but not easier
- Think that since you are R1 material getting a PUI position will be easy



Current and Former Research Students in my Group

- 57 students in total
- 21 women
- 13 Ph.D., 5 M.D.
- 9 in grad school, 4 in med school
- 4 grad school plans, 3 med school plans
- 12 international students
- 14 first generation students
- 18 students of color



Tenure Expectations

- **Teaching**
 - Teaching is paramount
- **Scholarly Activity**
 - Basic research
 - Pedagogical research
 - Professional meeting attendance and participation
 - Think about linking your teaching with your research
- **Professional Service**
 - Departmental
 - University
 - Broader Academic/Scholarly/Professional Community
 - Public Outreach



<http://www.iupui.edu/~webtrain/images/samples/juggling.jpg>

Finding the position to match your interests

- **Funding/University budget**
 - State budget, tuition or endowment driven
 - Resource poor or rich
- **Size**
 - student body
 - faculty
 - the sciences
 - the department
- **Teaching load**
 - **Contact hours/week**
 - *<12 is a luxury*
 - Number of students served
 - Courses expected to teach
- **Scholarly/Professional activity**
 - Research productivity (papers, grants, presentations)
 - Does research on the scholarship of teaching or the scholarship of application count?
- **Geography**
 - Urban
 - Rural
 - Level of isolation
- **University Mission**
 - Is your discipline/curricular area a focus
 - Other issues

Where to find job ads

- HigherEdJobs.com
 - Receive Job Agent results via email!
- [Chronicle of Higher Education](http://Chronicle.com/jobs)
 - <http://chronicle.com/jobs>
- InsideHigherEd.com
- Professional associations & listservs
- back of journals
- word of mouth (ask your PI, colleagues!)
- cruising websites of institutions of particular interest

- Timing
 - Major job posting starts in August through October
 - another round starts January through March (often term positions)

Competitive application package

- Read ad carefully, go to school's website for expanded ad, follow ad directions!
- Cover letter (1-2 pages)
- CV
- Teaching Philosophy (1-3 pages)
- Statement of Research Interests (1-5 pages)
- Reference list with contact information, some require letters up front
 - Make sure your references know the type of job you are applying for and speak to that role
- Statement about Diversity/Inclusion (varies widely)
- Religious institutions may ask for a statement of faith

Useful resources

- Council on Undergraduate Research (CUR)

- www.cur.org



Council on
Undergraduate Research
Learning Through Research

- CUR Chem4Real Podcast, find us on your favorite podcasting site
 - CUR ChemBlog, <https://curchem.wordpress.com/>

- “How to get a Tenure Track Job at a PUI”
 - “Getting Started at a PUI”

- Project Kaleidoscope (PKAL)

- www.pkal.org

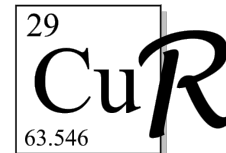
- Your disciplinary societies



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Funding Agencies

- Research Corporation for Scientific Advancement

- <http://www.rescorp.org/>



- ACS Petroleum Research Fund

- <http://www.chemistry.org/prf>



- National Science Foundation

- (RUI, MRI, IUSE; perhaps also REU, Presidential Young Investigator)

- <http://www.nsf.gov/>



- National Institutes of Health

- AREA awards (R15 awards)

- www.nih.gov



Cover Letter

- 1-2 pages in length
- Well written AND easy to read
- Be sure to speak to your interest in teaching/working with undergraduates
- Distinguish yourself from the masses
- **Customize for the institution**
 - Proof this VERY CAREFULLY
- Ask friends/colleagues to read AND describe what they learn about you from your letter

CV

- Name, mailing address, contact info (phone and email)
 - NO personal information (e.g. married, kids, date of birth)
 - Think carefully about phone number and a professional's experience when calling that number
- Education
- Academic Experience
- Honors
- Teaching Experience
 - Contextualize briefly
- Presentations and Publications
 - * denotes undergraduate co-author
 - In press – absolutely list
 - In progress – only if you could produce a solid draft upon request
- Professional Activities
 - Including membership in organizations

Teaching Philosophy

- 1 to 3 pages
 - Be succinct, shorter is ok
- Well written AND easy to read
- Might include
 - Your take on what constitutes effective teaching
 - Your general standards at the introductory and upper level
 - Courses in your specialty AND beyond that you would enjoy teaching – no grad courses for this audience
- Ask friends/colleagues to read AND describe what they learn about you from your teaching philosophy
- Probably the hardest of the documents to write because there is the most variability in what is effective

Statement of Research Interests

- 1 to 5 pages (shorter is better)
- Well written AND easy to read
- Written for an intelligent but NOT expert audience
 - this is not an excerpt from your NSF proposal
- Make sure science is obviously doable
 - with undergraduates
 - with modest resources (time and money)
- Motivate the research, put it in context and provide enough specifics to see you've thought about how to get things off the ground and get results, e.g., specific projects within a broader agenda
- Equipment and other needs with approximate costs – not in this statement but have ready

Reference List

- 3 to 5 individuals
- Name
- Position
- Professional mailing address
- Contact information (email, phone)
- Optional – sentence or two
 - what this person can best speak to, e.g., your teaching experience/skills, your research, etc.
 - context in which they know you, e.g., your PhD mentor, etc.
- Make sure these individuals have been asked to serve as references, know where you are applying.
AND know generally about the types of institutions where you are applying and will speak to that environment

The Phone Call

- Be prepared – if not when called ask to set a time (w/in 24-48 hrs unless the school suggests a longer timeline) to talk
 - Have some questions in mind that show interest in the particular institution
 - Be somewhere you can talk, think, and be heard
- May or may not include an offer to interview
- If asked to interview on campus
 - Ask about expected seminar
 - Audience
 - Topic (research, mock class, both)
 - To meet with students, perhaps over a meal

The interview/offer process

- Off site interviews
- On-site interviews
 - Research talk
 - Teaching talk
 - Meet individually or in small groups with faculty
 - Meals with students
 - Meals with faculty
 - Meet with Dean/Provost/President
- Offer probably made by VP
 - Two weeks is a LONG time to get to decide
- Start-up
 - \$0 – \$100K
 - High end would have serious research expectations

