

A Few Tips from the Ombuds

Confidential
Impartial
Independent
Informal

Michael O'Connell
Faculty Ombuds

Caroline Adams
Campus Ombuds

The Office of the Ombuds is a place to discuss systemic concerns, interpersonal conflict, bureaucratic redtape, and many other problems. We provide information, referrals, and help you make decisions, whether at the first signs of a problem or when you feel like you've tried everything.

- Your chair is the go-to person for substantive questions about schedules, office assignment, advancement, etc.
- A beginning assistant professor should try to establish a mentor relationship with a senior colleague, someone who can advise on research, teaching, advancement scheduling, etc.
- Become familiar with the resources of the Academic Senate, its committees and procedures, as well as the purview of college committees. Research funding is centered in the Academic Senate.

Tips for Working with Staff

- Departmental staff count. Treat them like colleagues. They can significantly affect your professional and academic life.
- Your MSO can point you to the relevant campus offices for questions about health insurance, benefits, salary disposition, housing, etc.

Tips for Teaching Undergraduates

- UCSB has a tradition of good teaching. Teaching always counts toward advancement.
- Don't underestimate how smart UCSB students can be.
- Set expectations and boundaries at the beginning of the quarter.
- Encourage dialogue that is respectful of all voices and opinions
 - Encourage others to be open to new ideas
 - Model and maintain respectful communication
 - Control personal attacks – not content

Tips for Working with Grad Students

- Set expectations up front for how you will work together, ie. lecture attendance, frequency of meeting, level of supervision
- Provide specific feedback on the work
- Be aware of Union contracts for TAs

Go to ombuds.ucsb.edu for more information about the Office of the Ombuds. To speak with an ombuds, call 893-3285 for an appointment

The Office of the Ombuds does not provide legal advice.