

# Academic Career Topics

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## Oral Communication

### Lecturing and Speaking Skills

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Davis, Martha *Scientific Papers and Presentations*, Academic Press: New York, 1997 **T11 D324**

Gallian, Joseph A. "How to Give a Good Talk" *Math Horizons*, April 1998, 29 - 30.

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### Teaching Skills

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Newble, David; Cannon, Robert *A Handbook for Teachers in Universities and Colleges: A guide to improving teaching methods*, Kogan Page Ltd.: London, 1994 **LB 2331 N43**

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*Adviser, Teacher, Role Model, Friend: On Being a Mentor to Students in Science and Engineering*, National Academy of Sciences, National Academy of Engineering, and Institute of Medicine, National Academy Press: Washington, 1997  
(<http://www.nap.edu/readingroom/books/mentor> )

Teaching at Stanford: An Introductory Handbook for Faculty, Academic Staff/Teaching, and Teaching Assistants (<http://ctl.stanford.edu>)

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## Written Communication

### Scientific Writing Skills

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Barrass, Robert, *Scientists Must Write: A Guide to Better Writing for Scientists, Engineers, and Students*, Wiley: New York, 1978 **T11 B37**

Day, Robert A. *How to Write and Publish a Scientific Paper*, ISI Press: Philadelphia, 1983  
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Gopen, George D. and Swan, Judith A. "The Science of Scientific Writing"  
*American Scientist* **1990**, 78, 550 - 558.

Li, Xia and Crane, Nancy B. *Electronic Styles: A Handbook for Citing Electronic Information* (also <http://www.bedfordstmartins.com/online/index.html>)

Matthews, Janice R., et al. *Successful Scientific Writing: A Step-by-Step Guide for the Biological and Medical Sciences*, Cambridge University Press: New York, 1996 **R119 M28**

O'Connor, Maeve, *Writing Successfully in Science*, Chapman & Hall: London, 1991  
**T11 O33**

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### **Teaching Writing Skills**

Griffin, C.W. (ed.), *Teaching Writing in All Disciplines*, Jossey-Bass: San Francisco, 1982 **PE1404 T42**

Walvoord, Barbara E. Fassler, *Helping Students Write Well: A Guide for Teachers in All Disciplines*, Modern Language Association of America: New York, 1982 **PE1404 W35**

### **Proposal Writing**

Hailman, Jack Parker *Planning, Proposing, and Presenting Science Effectively: A Guide for Graduate Students and Researchers*, Cambridge University Press: New York, 1997

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Hirsch, Roland F. and Love, L.J. Cline, "How to Get a Grant for Research or Teaching", *J. Chem. Educ.* **1990**, 67, 127 - 129.

Krathwohl, David R. *How to Prepare a Research Proposal: Social and Behavioural Sciences*, Syracuse University Press: Syracuse, 1988 **HG177 K73**

Lefferts, Robert *Getting a Grant in the 1990's*, Prentice-Hall: New York, 1990

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Meador, Roy *Guidelines for Preparing Proposals*, Lewis Publishers, Inc.: Michigan, 1986 **HF5718.5 M43**

Miller, Larry L. "How to Get a Research Idea and Get Someone to Pay You to Work on It", *J. Chem. Educ.* **1996**, 73, 332 - 336.

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Ogden, Thomas E. *Research Proposals: A Guide to Success*, Raven Press: New York, 1995 **R853 P75O35**

# Faculty Recruitment Issues

## The Academic Job

Rajagopal, Indhu *Hidden Academics: Contract Faculty in Canadian Universities*, University of Toronto Press: Toronto, 2002 **LB2331.74 C3R34**

Bushey, Michelle M. "Landing a Tenure Track Position at a Predominately Undergraduate Institution: A Chemist's Viewpoint", *CUR Quarterly* **1998**, 18, 169 - 174.

Davidson, Clifford I.; Ambrose, Susan A. *The New Professor's Handbook: A Guide to Teaching and Research in Engineering and Science*, Anker Publishing Co., Inc.: Bolton, MA, 1994  
**LB 1778 D28**

DeNeef, A.L.; Craufurd, D.G. (eds.) *The Academic's Handbook*, 2<sup>nd</sup> ed., Duke University Press: Durham & London, 1995 **LB 1778.2 A24**

Fear, Richard A. *The Evaluation Interview*, 3<sup>rd</sup> ed., McGraw-Hill: New York, 1984  
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Ormrod, Jane *Tenure, Teaching Quality and Accountability*, Ontario Undergraduate Student Alliance (<http://watserv1.uwaterloo.ca/~fedacad/tenure.html>)

Peairs, Richard H. (ed.) *Avoiding Conflict in Faculty Personnel Practices*, Jossey-Bass Publishers, Inc.: San Francisco, 1974 **LB 2831.5 A96**

Perlman, Baron and McCann, Lee I. *Recruiting Good College Faculty: Practical Advice for a Successful Search*, Anker Publishing Co. Inc.: Bolton, MA, 1996

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Rojstaczer, Stuart *Gone for Good: Tales of University Life After the Golden Age*, Oxford University Press: Oxford, 1999

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Smith, Robert V. *Development and Management of Research Groups: A Guide for University Researchers*, University of Texas Press: Austin, 1980

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Vesilind, P. Arne *So You Want to Be a Professor? A Handbook for Graduate Students*, Sage Publications, Inc.: London, 2000 **LB 1778.2 V47**

Waggaman, John S. *Faculty Recruitment, Retention, and Fair Employment*, ASHE-ERIC Higher Education Research Report No. 2, Association for the Study of Higher Education: Washington, D.C., 1983 **LB 2300 E7522**

*How to Get Started in Research*, Council on Undergraduate Research, 1999

*What a Ph.D. Chemist Should Consider Before Accepting an Academic Position*, American Chemical Society

### **Post-Doctoral Appointments**

Mervis, Jeffrey "The World of Postdocs" *Science* **1999**, 285, 1513 - 1535.

### **Post-Graduate Education Issues**

Barrett, Christopher "The Role of Graduate Students in Assistant Teaching – Responsibilities and Rewards", *Canadian Chemical News* **1997**, 49(5), 17 – 18, 23.

Bloom, D.F.; Karp, J.D.; Cohen, N. *The Ph.D. Process: A Student's Guide to Graduate School in the Sciences*, Oxford University Press: New York, 1998 **Q181 B5574**

Brydges, Stacey "Innovation in Graduate Education: A Graduate Student Perspective", *Canadian Chemical News* **1998**, 50(5), 27 – 29.

Feibelman, Peter J. *A Ph.D. Is Not Enough: A guide to survival in science*, Addison-Wesley: Reading, MA, 1993

Kenny, Shirley Strum, The Boyer Commission on Educating Undergraduates in the Research University, *Reinventing Undergraduate Education: A Blueprint for America's Research Universities* (<http://www.sunysb.edu/boyerreport> )

Reklaitis, G.V.; Bartels, K. "Does U.S. Graduate Education Work for the Chemical Industry?" *Chemtech* **1999**, 29, 7

Schwartz, A. "Truman Graduate Education in Chemistry: More and More About Less and Less", *J. Chem. Educ.* **1994**, 71, 949 - 950.

The Presidential Task Force on the Study of Doctoral Education in Chemistry, *Employment Patterns of Recent Doctorates in Chemistry*, American Chemical Society, 1995.

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## Other Sources of Information on Chemists' Careers

### *Canadian Chemical News (ACCN)*

- ÿ Personals column
- ÿ Canadian Institute of Chemistry (CIC) awards listings  
(coincide with issues preceding (May) and following (June, July/August)  
National CIC Conference and Chemical Congress)

### *Chemical & Engineering News*

- ÿ articles on post-graduate education issues
- ÿ interviews with noted chemists from academia and industry
- ÿ obituaries and biographical articles
- ÿ ACS awards listings

### *Chemistry in Britain*

- ÿ biographical articles of noted chemists
- ÿ interviews with noted chemists
- ÿ Royal Society awards listings
- ÿ obituaries

### *Biographical Memoirs of Fellows of the Royal Society*

### *Biographical Memoirs National Academy of Science of the United States*

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