ACADEMIC LIFE HACKS: GETTING IT ALL DONE (AND MORE), AND LIVING TO TELL THE TALE.

FACULTY AFFAIRS WORKSHOP SERIES
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Welcome to the Office of Work-Life!

The Office of Work-Life aims to support and promote the ongoing development of a workplace culture supportive of personal and family life. Our office offers a variety of resources and services available to faculty and staff which often extend to spouses/partners and dependents to help balance the many aspects of your life.
What’s The Problem?

Hours Worked by Academic Rank

- Asst
- Assoc
- Full
- Chair
What is your life like?
What We Do

Office of Work Life
• Care.com
• Work Life consultations & presentations
• Dual Career Partner Assistance
• Flexible Work Arrangements

Family Resource Center
• Campus Early Care & Education
• Lactation Supports
• FRC Connections Series
• Special Events
• Family Friendly Campus
• Advocacy—we want to hear from you!
Empowering teachers to Inspire learners. Driven by Research. Fostering systematic, intentional improvements to pedagogical practices and better assessment.
There is nothing either good or bad but thinking makes it so.

William Shakespeare
Key Psychological Issues: Cognitive Load
Key Hack: Minimize subtle distractions
Key Hack: Optimize your sleep
The Hack: Teach Efficiently

- Course Design
- Assessment
- Instructional Methods
- Blended Learning
- Inclusive teaching
- Portfolios & Peer Observation
- Theoretical basis of learning
- SoTL
The Hack: Grade Efficiently

Grade All Coursework in Half the Time

Gradescope streamlines the tedious parts of grading paper-based, digital, and code assignments while providing insights into how your students are doing.
Writing Hacks: Pomodoro

THE POMODORO TECHNIQUE

1. Decide on the task to be done
2. Set the timer to 25 minutes
3. Work on the task until the timer rings
4. Take a short 5 minute break
5. Take a 15-30 minute break
Key Hack: The NO Folder/Committee

JUST SAY NO
More Faculty Hacks: FacultyDiversity.org

1. SKILL #1: Every Semester Needs a Plan
   - Watch Now

2. SKILL #2: How to Align Your Time with Your Priorities
   - Watch Now

3. SKILL #3: How to Develop a Daily Writing Practice
   - Watch Now

4. SKILL #4: Mastering Academic Time Management
   - Watch Now

5. SKILL #5: Moving from Resistance to Writing
   - Watch Now

6. SKILL #6: The Art of Saying No
   - Watch Now

7. SKILL #7: Cultivating Your Network of Mentors, Sponsors & Collaborators
   - Watch Now

8. SKILL #8: Overcoming Academic Perfectionism
   - Watch Now

9. SKILL #9: How to Engage in Healthy Conflict
   - Watch Now

10. SKILL #10: How to Manage Stress, Rejection & the Haters in Your Midst
    - Watch Now
Key Hack: Find Your Champion
Key Hack: Introduce Frequent Breaks
Your Hacks; Your Challenges