

# Annual Report for 2003

## Committee on Careers and Professional Development

### Summary

In 2003, the CCPD completed a mission statement that summarized the role of the Committee on advising APS on career and professional development activities. We believe that the importance of organizing and focusing APS members' attention to many issues surrounding careers has not diminished and we have invested in the APS Careers and Employment web site as a communication tool. We made significant progress in redesigning the web site to incorporate a job search function and agreed that the web site should be the focal point for APS careers information. We continue to see opportunities for sponsoring activities at the March and April meetings. Members of the CCPD were actively engaged in a tutorial and invited session at the 2003 March Meeting and were successful at expanding our relationships with other member units such as the Forum on Graduate Student Affairs and the Forum on Industrial and Applied Physics. We continue to believe that APS should maintain a focus on careers and professional development issues of interest to APS members.

### Goals of CCPD

The CCPD continued to focus on defining the goals and objectives for the Committee and successfully completed a mission statement in the fall that reads:

**Mission:**

*Our mission is to identify and address issues of careers and professional development for students, faculty, and physicists in the workforce.*

**Goals:**

- 1. Advise APS and its units on career and professional development issues*
- 2. Ensure that APS recognizes and addresses the broad spectrum of physics careers and professional development needs.*
- 3. Provide new methods of information exchange and dissemination for the benefit of the APS community.*
- 4. Increase faculty awareness of career and professional development issues for students and postdocs.*
- 5. Educate students and postdoctoral physicists as to career opportunities and APS mechanisms to aid them in their careers.*
- 6. Advise and inform physicists and prospective physicists on non-academic careers.*

**Objectives:**

1. *Develop a network of liaisons in each physics department in the United States*
2. *Develop workshops, tutorial sessions, and other mechanisms at APS meetings to promote continuing professional development.*
3. *Help students become aware of career opportunities.*
4. *Identify other sources of information on career and professional development issues and make them available to the community (students, faculty, and the workforce)*
5. *Coordinate APS career and professional development activities*
6. *Evaluate how well APS career programs are serving members*

This mission helps to define and prioritize the work of the Committee and the role we play advising APS on Careers issues.

**Membership and Participation**

The CCPD continues to benefit from a close relationship with FIAP and invites a FIAP representative to attend the Committee meetings. In addition, this year we have been successful at establishing a relationship with the Forum on Graduate Student Affairs, and Xin Chen from FGSA attended both the Spring and Fall meetings and gave an update on the goals of FGSA. At our Fall meeting, we agreed to pursue opportunities for engaging with the Canadian Association of Physicists to sponsor activities at the March meeting in Montreal, 2004, and to explore opportunities for working more closely with the CSWP and COM to align our mutual interests on career initiatives. Two valued members rotated off the Committee this year (Len Feldman and Rajinder Koshla) in addition to our past-Chair, Heather Galloway and two members resigned from service. We are fortunate to have some excellent new appointees to the Committee (Elizabeth Baranger, Sam Aaronson and Wendy Fuller-Mora) who are energetic and committed to our work.

Gerry Jackson has agreed to be the designated committee chair for 2004, pending APS approval.

**2003 accomplishments**

**1. March Meeting activities**

At the 2003 March Meeting, Heather Galloway of CCPD organized an invited session with FIAP entitled “Physics Careers in the Semiconductor Industry, that featured a physics professor, an engineer, a research person, and an industry person, to give talks in the session in order to represent different points of view. Approximately 100 attended the session. Galloway also organized a tutorial entitled “Seven Things Your Professors Will Never Tell You.” The tutorial targeted an audience in the early stages of their careers. The tutorial featured two speakers from academia (Heather Galloway (CCPD), Dan Mittelman), 2 from industry (Joanna Batstone (CCPD & FIAP), Stefan Zollner (FIAP)) and 1 from a government lab (Cindy Dion-Schwarz (FIAP)) and was attended by about 48 registrants. The tutorial concluded with a panel discussion that generated many questions about academic careers. CCPD should continue to address opportunities for advancement in academic careers in addition to industry and government. 50% of the speakers were women and the audience included many women and minorities. CCPD

concluded that sponsoring tutorials at meetings provides good opportunities for mentoring and the Committee agreed to look at organizing tutorials or workshops at future meetings and will continue to work with other units to organize activities such as invited sessions, focus sessions or hospitality events.

For the March meeting, Arlene Modeste Knowles compiled a summary of all the career and education events taking place at the March Meeting. This was circulated by email before the meeting to all CPDLs.

**2. April Meeting Activities**

For the April meeting, Arlene Modeste Knowles again compiled a summary of all the career and education events taking place at the April Meeting that was circulated to all CPDLs. In the future, we recommend that we continue to compile these summaries for both the March and April meetings, and that we consider creating paper flyers to hand out at the meetings that give details on talks and activities of interest.

**3. Web site**

The CCPD made significant progress on the APS careers website this year. At our Spring Committee meeting, we approved a proposal to create an APS-branded “job search” website. The Committee worked with AIP and Boxwood Technologies who had created the job search function for AIP. The new job search function was launched in August and enables access for our members to a jobs database that includes jobs posted in Physics Today in addition to postings from employers. Committee members Elizabeth Baranger and Rajinder Khosla worked hard with Arlene Modeste Knowles to redesign the content and layout of the APS Careers pages. Elizabeth Baranger also proposed new ways to search the FIAP and CSWP speaker lists. The Committee agreed that the web site should be the focal point for all Careers-related activities within APS and that it should contain links to other Careers resources. At the Fall meeting, the Committee reviewed an additional proposal from Boxwood Technologies called “Job Coach” that ASME and ACS are currently using on their websites to provide guidance for job seekers. The Committee is currently evaluating “Job Coach” to understand the potential value it would provide for our membership. The CCPD agreed to do more work on the web site, including the layout and content of pages. A small sub-committee was established to work on this.

**4. CPDL program**

The CCPD continues to explore the future of the CPDL program. We had hosted a workshop at the 2002 March meeting that was poorly attended (despite some excellent speakers) and decided not to sponsor a workshop in 2003. The Committee agreed that Joanna Batstone would initiate a short letter soliciting input from the CPDLs on the activities they would wish to see APS and CCPD sponsor in the future.

**2004 Meeting activities**

The 2004 March Meeting will be held in Montreal and will be co-sponsored with the Canadian Association of Physicists (CAP). We have contacted CAP and are exploring ways to work

together at the March meeting. CCPD has been approached by FGSA to support a session at the April meeting on "Physics Careers Outside the University" at the April meeting, and Gerry Jackson has been working to propose an invited session for the April meeting. In response to a request from Judy Franz, CCPD has agreed to study the effectiveness of the AIP sponsored job fairs held at the March and April meetings and members of the Committee will be attending the job fairs to determine a recommendation for APS. We plan to continue generating a summary of career-related talks and activities (including the job fairs) for distribution at the March and April meetings.

### **Acknowledgements**

The committee wishes to acknowledge the invaluable support and efforts of Arlene Modeste Knowles throughout the year. Judy Franz and Fred Stein have also actively participated in our meetings. We also appreciate support from the American Institute of Physics' Divisions of Education and Statistics. Patrick Mulvey has provided statistical information to the committee, and to the CPDLs. Jack Hehn has attended meetings and contributed many ideas to the committee. We have also benefited greatly from contributions from the Forum on Industrial and Applied Physics (Elias Towe) and the Forum on Graduate Student Affairs (Xin Chen). We are especially grateful for the contributions made by our retiring Committee members, Len Feldman and Rajinder Koshla. Finally, special thanks are due to Heather Galloway, former chair of CCPD, for her sterling work organizing the 2003 March meeting activities and support of the CPDL program.

Respectfully submitted  
For the Committee on Careers and Professional Development

**Joanna Batstone, 2003 Chair**