

To: "'CKBower'" <ckbower@cmug.com>
From: "Alberto Pantoja" <ffap2@uaf.edu>
Date: Mon, 19 Jul 2004 08:21:14 -0800
Subject: CASE WRITE-UP
Thread-Index: AcRtWgmsxonDt214QTW702CDBhNZUQASU7Bw

This material is part of a collection that documents the harassment, discrimination, and retaliation perpetrated against Alaska's women research scientists by their supervisor, with full knowledge (and arguably, "tacit approval") of their federal employer, the USDA Agricultural Research Service (ARS)

Cynthia

here a few comments on your case write up. please provide your revised write-up to us so we can provide a final review. when the final draft is ready, YOU will send all materials directly to HDR in Maryland. I have made a few suggestions on the attached narrative, I used track changes, please see suggestions and follow a similar pattern on the other 2 cases, please notice that a single exhibit can be used with each case, also your need to highlight you accomplishments, how your work has changed science or technology and to what extent. feel free to call if there are questions!

the streamlined case write up contains the following.

1. a list of IDR contacts (ARS-570 may be used);
2. the position description (Factors I through IIIB) written by the selecting official; (WE NEED TO FAX THIS TO YOU, WE DO NOT HAVE THE ELECTRONIC VERSION OF IT)
3. the documents you filed when applying for the job; (COPY OF YOUR OF 612 OR LETTER YOU USED TO APPLY FOR THE POSITION)
4. a current vita (including publications, invited and other presentations, scientific society office and committee assignments, honors and awards);
5. a 1-page abstract of MS thesis; (STATE IN COVER LETTER THAT YOU WENT STRAIGHT TO PHD PROGRAM)
6. a 1-page abstract of Ph.D. thesis; and,
7. written narratives which describe--in chronological order and some detail--the nature and impact of the selectee's three (3) most significant research, special assignment/project, technology transfer, and/or leadership accomplishments. Each accomplishment narrative must be accompanied by a single exhibit--usually a publication reprint, other report, letter from knowledgeable persons verifying impact, etc.

 Narratives-CB.doc