

Overview of Academic Track Promotion Criteria for DOM Faculty

Candidates for promotion in the [Academic Track](#) must provide evidence (compiled into a formal [dossier](#)) demonstrating they meet **all criteria in the following domains: (1) Scholarship, (2) Service, (3) Teaching/Mentoring, (4) Professionalism, and (5) Reputation**

Promotion to Associate Professor, Academic Track

1. Scholarship - Associate Professor

Clinical Focus	Education Focus	Research Focus
<p>Criterion 1 (all focus areas):</p> <ul style="list-style-type: none"> • Average of at least one scholarly peer-reviewed publication (or other externally disseminated product*) per year of faculty appointment, with a significant portion as first or senior (last) author. Key contributions to multi-authored, team science publications are also recognized. • Quality of the work is also considered (creativity, impact, significance to the field, extent of dissemination) 		
<p>Criterion 2: At least 2 of the following</p> <ul style="list-style-type: none"> a) External research funding or competitive peer-reviewed internal grants as PI, co-I, or collaborator. b) Innovations in clinical service (new protocols, new or expanded clinical programs) with external recognition and value. c) Original contributions resulting in new diagnostic or therapeutic interventions. d) Patient education materials that are externally disseminated and adopted. e) Decision-making models or related materials that are externally disseminated and adopted. f) Patented medical products or new technology that demonstrably influences medical practice. g) Invited regional/national presentations (occurring annually, on average). h) Other types of high quality, non-traditional, peer-reviewed scholarship that are externally disseminated and adopted. 	<p>Criterion 2: At least 2 of the following</p> <ul style="list-style-type: none"> a) Development of educational products that have been adopted regionally/nationally.** b) Successful grant funding through internal or external peer-reviewed processes. c) Instructional, curricular, or assessment innovations/findings presented at regional or national forums, on average annually. d) Educational policy development with impact regionally and/or nationally. e) Authorship with substantial contribution to a book chapter. f) Peer reviewer for national journal or other national repository for educational materials. g) Other types of high quality, non-traditional, peer-reviewed scholarship that are externally disseminated and adopted. 	<p>Criterion 2: Both of the following:</p> <ul style="list-style-type: none"> a) Recognition in a defined research area, or in a unique area of expertise critical to collaborative research programs. b) External research funding from granting agencies, foundations, industry sponsors, or institutions that sponsor programs in biomedical research subject to peer review as evidenced by: <ul style="list-style-type: none"> • PI, multiple PI, site-PI, co-I, or PD with unique contributions on external, peer-reviewed, funded research grants, contracts, or established research programs. <p style="text-align: center;">OR</p> • Director of a core laboratory critical to peer-reviewed, funded, external research grants or contracts.
<p>* Examples: Book chapters, books, monographs, contributions to peer-reviewed online repositories such as MedEdPORTAL, patents, new IND approvals</p> <p>** Examples: Development of new methodologies; application of existing methodologies in a new way; curriculum development that is searchable electronically, publicly available, and demonstrated to have been adopted by others regionally/nationally, including continuing medical education curricula; demonstration of meaningful learner outcomes from those using the products</p>		

2. SERVICE - Associate Professor

Clinical Focus	Education Focus	Research Focus
<p>Criterion: Excellence in Patient Care and Other Clinical Service Roles</p> <p>Demonstrated through external/ internal letters and by documentation of patient outcomes, satisfaction, other metrics.</p> <p style="text-align: center;">AND</p> <p>Must demonstrate at least 2 of the following:</p> <ul style="list-style-type: none"> a) Innovations in delivery of care (e.g., inventions, tools, laboratory diagnostic assays). b) Service on committees in professional societies related to clinical areas of expertise. c) Participation in regional/national administrative and leadership groups related to clinical practice or the medical specialty. d) Awards and honors for clinical accomplishments. e) Implementation of quality improvement initiatives, new models of care delivery. f) Clinical leadership and program building. 	<p>Criterion: Excellence in Educational Service Roles</p> <p>May include classroom or bedside teaching, mentoring of peers and/or trainees, faculty development, etc. Demonstrated through ratings and reviews by learners & supervisors (Course Director, Department Chair) and by external/internal letters.</p> <p style="text-align: center;">AND</p> <p>Must demonstrate at least 2 of the following:</p> <ul style="list-style-type: none"> a) Sustained engagement in structured mentoring or advising activities for which learner outcomes are demonstrated. For each mentee, must include trainee level, role played, duration of mentoring or advising, and trainees' current positions. b) Sustained participation in interprofessional or interdisciplinary teaching efforts, with role clearly outlined and supported by documentation. c) Development of innovative educational materials, instructional methods, or assessment methods for students, residents, and/or practicing physicians that is sustained. Must describe role in developing materials and any evaluation of materials. d) Service on education-related committees in professional societies or other regional or national organizations. e) Honors and awards for teaching at local, regional, or national level. f) Leadership role within a course or other educational program (e.g. medical student course, residency, fellowship, CME course). Must concisely describe the frequency and duration of responsibilities, outcome evaluations, and learner reviews. 	<p>Criterion: Excellence in Research Service Roles</p> <p>Demonstrated through external/ internal letters.</p> <p style="text-align: center;">AND</p> <p>Must demonstrate at least 2 of the following:</p> <ul style="list-style-type: none"> a) Participation in appropriate regional/national discipline-specific professional societies. b) Member of regional or national administrative/ leadership groups related to research area of expertise. c) Organizer or member of a departmental or graduate program committee. d) Regional/national awards and honors for research accomplishments.

Requirements for teaching/mentoring, professionalism, and a regional (or emerging national) reputation are common to all focus areas of the Academic Track (clinical, education, and research):

3. Teaching and Mentoring - All ranks
<p>Demonstrated by:</p> <p>a) Teaching and other activities related to education, with positive evaluations from learners (students, trainees, peers), and course/program directors</p> <p style="text-align: center;">AND/OR</p> <p>b) Mentoring of peers and trainees, with evaluations demonstrating effectiveness, positive mentee outcomes</p> <p>Promotion planning tips:</p> <ul style="list-style-type: none"> • Update (at least annually) the Lecture Evaluation Summary, Teaching Table, and Mentoring Training Table that are required for the dossier. • Plan ahead to solicit 3 written Peer Reviews of Teaching (PRT). The Department of Medicine and University offer several options and guidelines for PRT.

4. Professionalism - All ranks
<p>Demonstrated by:</p> <p>Department head letters, annual reviews, internal/external review letters.</p> <p>Reflected in all the following:</p> <ul style="list-style-type: none"> a) Maintenance of high standards of ethical behavior and a commitment to fulfilling professional responsibilities. b) Professional behavior towards all faculty, learners, staff, other academic health professionals, and/or patients. c) Contribution to governance and administration of the department, Medical School, and/or University.

5. Reputation	
<p>Reputation is reflected in external recognition (i.e., recognition beyond our University, affiliates, and health care system) of the candidate's contributions to an area of scholarship. This recognition should be readily acknowledged in letters provided by external experts in the candidate's field.</p>	
<p style="text-align: center;">REGIONAL (or emerging national) recognition is required for promotion to ASSOCIATE PROFESSOR</p>	<p style="text-align: center;">NATIONAL (or emerging international) recognition is required for promotion to PROFESSOR</p>
<p>Documented by external letters of evaluation and exemplified by invitations or nominations to:*</p> <ul style="list-style-type: none"> a) Serve on at least one of the following: study sections, regional/national policy boards, regional/national committees, editorial boards of national or international publications. b) Review manuscripts submitted to peer-reviewed national journals. c) Present research orally at regional/national scientific meetings or clinical symposia. d) Deliver lectures or seminars at other academic institutions regionally or nationally. <p>*Candidate must demonstrate either "a", or "b+c", or "b+d"</p>	<p>Documented by external letters of evaluation and exemplified by invitations or nominations to all of the following:</p> <ul style="list-style-type: none"> a) Serve on at least one of the following: study section of a national granting agency, national policy board, national/international committee in the discipline, editorial board of a peer-reviewed journal. b) Participate in a leadership role or presentation of their research in national/international scientific meetings or clinical symposia. c) Deliver lectures or seminars at other academic institutions nationally/ internationally.

Promotion to Full Professor, Academic Track

General Criteria - Full Professor

Candidates seeking promotion to Full Professor in the Academic Track must achieve all of the following:

- a) Meet all of the criteria for promotion to Associate Professor **AND** demonstrate ***new and sustained*** accomplishments since the last promotion.
- b) Demonstrate an ***increased level of scholarly productivity*** (see specific Scholarship criteria below).
- c) Demonstrate impactful ***mentorship roles***.
- d) Demonstrate an ***established national (or rising international) reputation in an area of scholarship***, in accordance with their selected focus area (clinical, education, or research).

Reputation is reflected in ***external recognition*** (i.e., recognition beyond our University, affiliates, and health care system) of the candidate's contributions to an area of scholarship.

National recognition should be readily acknowledged in ***letters provided by external experts in the candidate's field and exemplified by invitations or nominations to all of the following:***

- Serve on at least one of the following: study section of a national granting agency, national policy board, national/international committee in the discipline, editorial board of a peer-reviewed journal.
- Participate in a leadership role or presentation of their research in national/international scientific meetings or clinical symposia.
- Deliver lectures or seminars at other academic institutions nationally/internationally.

- e) Meet all of the ***general promotion criteria*** for teaching and mentoring, professionalism, and reputation as defined above **AND** meet the ***specific criteria*** for scholarship and service in their selected focus area (clinical, education, research) as defined below.

Scholarship - Full Professor		
Clinical Focus	Education Focus	Research Focus
<p>Criterion 1 (all focus areas):</p> <ul style="list-style-type: none"> • Average of at least two scholarly peer-reviewed publications (or other externally disseminated product) per year since last promotion, with a significant portion as first or senior (last) author. Key contributions to multi-authored, team science publications are also recognized. • Overall, evidence of sustained, high impact scholarship. 		
<p>Criterion 2: At least 2 of the following</p> <p>a) Independence of research accomplishments or significant contribution to interdisciplinary or collaborative research, evidenced by a sustained track record of:</p> <ul style="list-style-type: none"> • External research funding from national granting agencies, foundations, industry sponsors, or institutions that sponsor programs in biomedical research subject to peer review, or serving as an essential collaborator. • PI, co-I, or major collaborator on peer-reviewed, funded research grants or contracts, or site PI on a multi-center trial. <p>b) Senior role on significant original contributions based on laboratory or clinical observations resulting in new interventions that influence the practice of medicine.</p> <p>c) Development of patented medical products and technology or the development of new technology that through peer-review influence the practice of medicine.</p> <p>d) Service on national grant review committees, national policy boards, and/or editorial boards of national publications.</p> <p>e) Invitations to present at national meetings and invitations for visiting lectureships in candidate's area of clinical expertise.</p> <p>f) Other types of relevant, high quality, non-traditional peer-reviewed scholarship that are available to and used by the professional public outside of the University of Minnesota and its affiliates.</p>	<p>Criterion 2: At least 2 of the following</p> <p>a) Grant funding through external peer-reviewed processes.</p> <p>b) Sustained peer-reviewed scholarship as defined in the preceding section.</p> <p>c) Leadership roles in national forums and/or consultations at other universities in a focused area of teaching or educator activity. External letters should support national recognition of excellence.</p> <p>d) Service as a peer-reviewer for scholarly products disseminated nationally, or service as an editor or member of an editorial board of a nationally recognized publication.</p> <p>e) Invitations at a national level to speak on issues related to education scholarship.</p> <p>f) Other types of relevant, high quality, non-traditional peer-reviewed scholarship that are available to and used by the professional public outside of the University of Minnesota and its affiliates.</p>	<p>Criterion 2: Both of the following (a + b)</p> <p>a) Peer-reviewed scientific articles at national/international levels. Must be scholarly, creative, and of high quality and significance as evidenced by:</p> <ul style="list-style-type: none"> • First/senior author and/or documentation of substantial contributions to multi-authored journal articles (also book chapters, monographs, and books). For multi-authored publications, statements from peer evaluators that comment on the creativity and significance of the candidate's contributions should be provided, with justification for impact. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • Publications of new techniques, awarding of patents, licensing of intellectual property disclosures, an FDA Investigational New Drug, or development of therapies that impact the field. <p style="text-align: center;"><i>Abstracts are not sufficient for promotion</i></p> <p>b) Sustained external research funding from granting agencies, foundations, industry sponsors, or institutions that sponsor programs in biomedical research subject to peer review. Exemplified by sustained roles as PI, site-PI, or a co-I with unique contributions to funded grants, contracts, or established research programs.</p>

SERVICE - Full Professor

Clinical Focus	Education Focus	Research Focus
<p>Criterion: Excellence in Patient Care and Other Clinical Service Roles</p> <p>Demonstrated through external arm's length letters</p> <p align="center">AND</p> <p>Must demonstrate at least 3 of the following:</p> <ul style="list-style-type: none"> a) Development of publicly disseminated patient education materials with demonstration that these materials were adopted for use by others nationally. b) Development of decision-making models or materials that are publicly disseminated with demonstration that the materials were adopted for use by others nationally. c) Innovations in delivery of care (e.g., inventions, tools, laboratory diagnostic assays). d) Leadership roles (committees, task forces, meeting organization, etc.) of appropriate national/international professional societies related to clinical area of expertise. e) National/international participation in administrative and leadership groups related to clinical practice or the medical specialty. f) National/international awards and honors for clinical accomplishments. g) Quality improvement initiatives and new models of care delivery on a national level. h) Clinical leadership and program building recognized nationally. 	<p>Criterion: Excellence in Educational Service Roles</p> <p>Demonstrated through external arm's length letters</p> <p align="center">AND</p> <p>Must demonstrate at least 3 of the following:</p> <ul style="list-style-type: none"> a) Educational leadership/administration on a national/international level in program development, teaching methods, and/or curriculum development. b) Election or appointment to national/international committees involved with teaching, curriculum development, advising/mentoring, educational leadership/administration, or learner assessment. c) Invitations as a visiting professor for education-related activities. d) Convening/chairing national/international conferences focused on education. e) Invitations to evaluate an educational activity at another academic institution. For example: <ul style="list-style-type: none"> • Participation in subspecialty board review or test development committee. • Invitation to be an accreditation site visitor for entities such as the Liaison Committee on Medical Education (LCME), the Accreditation Council for Graduate Medical Education (ACGME), or the Accreditation Council for Continuing Medical Education (ACCME). 	<p>Criterion: Excellence in Research Service Roles</p> <p>Demonstrated through external arm's length letters</p> <p align="center">AND</p> <p>Must demonstrate at least 3 of the following:</p> <ul style="list-style-type: none"> a) Leadership roles in appropriate national/international discipline specific professional societies. b) National/international administrative and leadership groups related to research area of expertise. c) Director of a departmental or graduate program committee. d) National/international awards and honors for research accomplishments. e) Invitations as a visiting professor.