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| **Department of Medicine****Academic Track Promotion Criteria****Checklist** |
| **Research Focus – ASSOCIATE PROFESSOR** |

Excellence in Research requires demonstration that the candidate has made an impact in the research domain, including a major contribution to an interdisciplinary or multi-investigator research program. Demonstration of peer-reviewed, publicly-disseminated scholarship and a track record of external funding, as principal or co-investigator, are required for promotion.

Candidates for promotion in the [Academic Track](https://docs.google.com/document/d/1oGIlYxO2kL3d2T8h0yLpkIeg9pYI7Pbr/edit) must demonstrate they meet **all criteria in the following domains:** **(1) Scholarship, (2) Service, (3) Teaching/Mentoring, (4) Professionalism, and (5) Reputation**

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| **1. Scholarship** |
| **Criterion 1: One is required (a or b)**[ ]  **a.** Average of at least one scholarly peer-reviewed publication\* 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.**OR**[ ]  **b.** Publications of new techniques, patents, intellectual property disclosures, approval for a new investigational drug by the U.S. Food and Drug Administration, or for therapies with justification for impact on the field.  (\*or other externally disseminated product, e.g., book chapters, books, and monographs)**AND** |
| **Criterion 2: Both of the following (a + b)**[ ]  **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:  * PI, multiple PI, site-PI, or co-I with unique contributions on external, peer-reviewed, funded research grants, contracts, or established research programs.

**OR*** Director of a core laboratory critical to peer-reviewed, funded, external research grants or contracts.
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| **2. Service** |
| **Criterion: Excellence in Research Service Roles**Demonstrated through external/internal letters **AND****Must demonstrate at least 2 of the following:**[ ]  Participation in appropriate regional/national discipline- specific professional societies.[ ]  Member of regional or national administrative/ leadership groups related to research area of expertise. [ ]  Organizer or member of a departmental or graduate program committee.[ ]  Regional/national awards and honors for research accomplishments.   |
| **3. Teaching** |
| Requirements for teaching/mentoring, professionalism, and a regional (or emerging national) reputation **Demonstrated by:**[ ]  Teaching and other activities related to education, with positive evaluations from learners (students, trainees, peers), and course/program directors**AND/OR**[ ]  Mentoring of peers and trainees, with evaluations demonstrating effectiveness, positive mentee outcomes |
| **4. Professionalism** |
| **Demonstrated by:**  Department head letters, annual reviews, internal/external review letters. **Reflected in all the following:** [ ]  Maintenance of high standards of ethical behavior and a commitment to fulfilling professional responsibilities.[ ]  Professional behavior towards all faculty, learners, staff, other academic health professionals, and/or patients.[ ]  Contribution to governance and administration of the department, Medical School, and/or University.   |
| **5. Reputation** |
| Reputation is reflected in **external recognition** (defined as beyond our University, affiliates, and health care system) of the candidate’s contributions to **Research Excellence**. This recognition should be readily acknowledged in letters provided by external experts in the candidate’s field.**REGIONAL (or emerging national) recognition is required for promotion to ASSOCIATE PROFESSOR****Documented by external letters of evaluation and exemplified by invitations or nominations to: *\****[ ]  **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.*\*****Candidate must demonstrate either “a”, or “b+c”, or “b+d”*** |

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| **Research Focus – PROFESSOR** |

Excellence in research must be demonstrated by new and sustained accomplishments since last promotion. Expectations include an increased level of scholarly productivity, sustained funding for their research, and an established national and/or international recognition.

Candidates for promotion in the [Academic Track](https://docs.google.com/document/d/1oGIlYxO2kL3d2T8h0yLpkIeg9pYI7Pbr/edit) must demonstrate they meet **all criteria in the following domains:** **(1) Scholarship, (2) Service, (3) Teaching/Mentoring, (4) Professionalism, and (5) Reputation and all of the following:**

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| **1. Scholarship** |
| **Criterion 1: One is required (a or b)**[ ]  **a.** Average of at least two scholarly peer-reviewed publications\* (at the national and international levels) 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.**OR**[ ]  **b.** Publications of new techniques, patents, intellectual property disclosures, approval for a new investigational drug by the U.S. Food and Drug Administration, or for therapies with justification for impact on the field. (\*or other externally disseminated product, e.g., book chapters, books, and monographs)**AND** |
| **Criterion 2: Both of the following (a + b)**[ ]  **a.** Peer-reviewed scientific articles at national/international levels. Must be scholarly, creative, and of high quality and significance as evidenced by: * 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.

 **OR*** 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.

*Abstracts are not sufficient for promotion*[ ]  **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. |
| **2. Service** |
| **Criterion: Excellence in Research Service Roles**Demonstrated through external arms’ length letters**AND****Must demonstrate at least 3 of the following:**[ ]  Leadership roles in appropriate national/international discipline specific professional societies.[ ]  National/international administrative and leadership groups related to research area of expertise.[ ]  Director of a departmental or graduate program committee. [ ]  National/international awards and honors for research accomplishments. [ ]  Invitation as a visiting professor.  |
| **3. Teaching** |
| Requirements for teaching/mentoring, professionalism, and a regional (or emerging national) reputation **Demonstrated by:**[ ]  Teaching and other activities related to education, with positive evaluations from learners (students, trainees, peers), and course/program directors**AND/OR**[ ]  Mentoring of peers and trainees, with evaluations demonstrating effectiveness, positive mentee outcomes |
| **4. Professionalism** |
| **Demonstrated by:**  Department head letters, annual reviews, internal/external review letters. **Reflected in all the following:** [ ]  Maintenance of high standards of ethical behavior and a commitment to fulfilling professional responsibilities.[ ]  Professional behavior towards all faculty, learners, staff, other academic health professionals, and/or patients.[ ]  Contribution to governance and administration of the department, Medical School, and/or University.   |
| **5. Reputation** |
| Reputation is reflected in **external recognition** (defined as beyond our University, affiliates, and health care system) of the candidate’s contributions to **Research Excellence**. This recognition should be readily acknowledged in letters provided by external experts in the candidate’s field.**NATIONAL (or emerging international) recognition is required for promotion to PROFESSOR****Documented by external letters of evaluation 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. |