

COLLEGE OF MEDICINE DEPARTMENT OF MEDICINE
PROMOTION AND TENURE CRITERIA FOR
REGULAR TRACK TENURE- EARNING FACULTY

A. General Criteria for Promotion in the Tenure Track

Tenure-track faculty members in the Department of Medicine typically divide their time among the following areas: 1) Teaching of medical students, residents and fellows; 2) Clinical supervision and teaching of residents and fellows, 3) Clinical patient care (clinical faculty); 4) Service; and 5) Research. They may participate in scholarly activity in any or all these domains. To qualify for tenure, tenure-track faculty members in the department must demonstrate the promise of continued productivity and success in all relevant areas. Evidence provided in the tenure dossier must show evidence of excellence in clinical care for clinical faculty and have a sustained productive record of excellence in teaching, research, and service (all faculty).

All faculty members participate in service activities including those internally for the department, College, and University and those externally (e.g., locally, regionally, nationally, internationally and for the profession). Service activities typically represent a relatively small proportion of any faculty member's assignment; yet significant contributions in this area should also be recognized when considering a faculty member's qualifications for promotion and tenure.

The Department of Medicine has identified examples of evidence (Appendix 1) that may be used to demonstrate excellence in teaching, scholarship, leadership, service, and other activities when a faculty member is considered for promotion and tenure. These lists of examples are intended to cover the wide range of activities and products that are associated with faculty work assignments. Therefore, a faculty member is not expected to demonstrate every example of evidence listed. The actual mix of examples included as evidence of excellence and achievement in a promotion portfolio may vary from one individual to another.

The College of Medicine tenure clock is 9 years. Per UCF Regulation (3.010), cumulative progress evaluations (CPEs) for non-unit faculty begin with the second year of employment and continue annually. Clear indications of having made significant progress in establishing an independent basic,

clinical, or translational research program must be documented by a track record of externally funded grant applications, with consideration of unfunded grant applications which are promising (as indicated by funding scores and/or comments from reviewers), along with peer-reviewed publications which are foundational to one's program of investigation. By the end of the sixth year, there should be a record of external funding and publications which demonstrate a successful trajectory with promise of future success. If a faculty member does not secure sufficient externally funded grant support as Principal Investigator (PI) or Co-Principal to run their research enterprise by the end of the sixth year, it will be considered unsatisfactory progress toward tenure.

B. Promotion to Associate Professor

Promotion to Associate Professor in the Department of Medicine requires (1) a sustained and productive record of peer-reviewed scholarship in their area(s) of concentration with a national reputation; (2) excellence in patient care demonstrated by high patient satisfaction scores and clinical performance metrics (clinical faculty); (3) excellence in teaching contributions and/or leadership as evidenced by high scores on learner and/or peer evaluation; and (4) substantial service contributions to the institution and profession. Promotion to tenured Associate Professor in the Department of Medicine, requires the candidate to have established a strong national reputation for expertise in their area(s) of concentration.

C. Award of Tenure

A faculty member shall typically be recommended for promotion to Associate Professor prior to or at the same time Tenure is recommended. In order to receive the award of Tenure, a candidate must meet the above criteria for promotion to Associate Professor and demonstrate the promise of sustained continued contribution.

D. Promotion to Professor

The rank of Professor with Tenure holds special recognition in the College and academic community. Promotion to Tenured Professor is not awarded based on longevity, but rather based on superior achievement at the national or international level with the promise of continued contribution to achieve international impact. There is no limit to the maximum years for consideration. All candidates for promotion to Tenured Professor must demonstrate such accomplishments as: (1) a sustained impact to one's field

as demonstrated by such achievements as peer-reviewed scholarship, invited presentations, participation in reviewing grants for extramural programs, and a successful record of maintaining external research funding as Principal or co-Principal Investigator; (2) participation and evidence of leadership in professional societies including for clinical faculty to those that determine clinical practice standards and oversee nationallicensing and board certification exams; (3) continued high ratings on teaching evaluations, and mentorship of clinical and research trainees who advance to establish independent successful careers; and (4) continued significant service contributions.

APPENDIX 1

EXAMPLES OF EVIDENCE FOR PROMOTION AND TENURE OF REGULAR FACULTY

The examples of teaching, scholarship, clinical patient care and service listed at each rank below are not exclusive to that rank. Examples of excellence for promotion to Associate Professor and tenure, if sustained, would provide evidence for promotion to the rank of Professor.

ASSOCIATE PROFESSOR

Teaching

- College and/or University teaching awards.
- Development and publication of innovative teaching methods.
- Documented effectiveness in training and mentorship of medical students, graduate students, postdoctoral fellows, undergraduates and/or residents and fellows.
- Participation in thesis committees of undergraduates, masters, and Ph.D. level students.
- Mentorship of trainees and documentation of trainee success
- Teaching effectiveness as evidenced by learner performance on National Board of Medical Examiners (NBME) subject exams, USMLE Step 1 and Step 2 exams, GME-related and specialty Board exams.
- Demonstrated effectiveness in curricular integration and/or use of highly innovative teaching approaches.
- Development of effective formative and summative assessment tools.
- Ratings consistently at or above departmental and college norms with a positive trajectory on learner evaluations from students, residents, fellows and peer teaching evaluations as applicable.
- Successful Module, Clerkship, or Graduate Medical Education (GME) program Directorship/Assistant Directorship as evidenced by exam scores, learner evaluations, Program Evaluation Subcommittee (PES) reports, or accreditation documents (clinical faculty).

Research/Scholarship

- Serve as PI or Co-PI for clinical or basic science research studies.
- If research assigned effort is 50% or greater, evidence of grant funding from external sources.
- Peer review and publication of curricular materials including acceptance for archiving in depositories for disseminated use.
- Peer review of manuscripts for PubMed, ISI/Web of Science, Clarivate and equivalent indexed journals.
- Consistent track record of external funding and applications for extramural grants.
- Publication of original research findings in peer-reviewed journals.
- Publication of book chapters.
- Publication of guidelines and/or protocols for patient treatment or delivery of care.
- Presentations at national/international meetings.
- Invited seminars/presentations at regional institutions.
- Invited seminars/presentations at regional or national professional society/scientific meetings.
- Invitations to serve as a reviewer for grant proposals for government and private grant agencies.
- Contribution to the development of a program that expands the services, productivity, and reputation of the University of Central Florida College of Medicine.
- Invitations to serve on regional, clinical, or research study groups.
- Invitations to serve as a reviewer for journals.

Clinical (Patient Care), if applicable

- Attainment of local reputation for clinical excellence as evidenced by patient referrals from the Greater Orlando area, and invitations to speak at local CME events such as grand rounds at affiliated hospitals, etc.
- High patient satisfaction scores on patient satisfaction surveys and faculty practice clinical outcome metrics.

- Participation in the development of or contributing authorship of patient safety and quality improvement policies and procedures.
- Contribution to the development or enhancement of programs which enhance the success and reputation of one's department or other departments or programs within the College of Medicine.
- Service as director or leadership of practice-related programs (e.g., clinical or laboratory).
- Patient care activities to the underserved including student run clinics such as the Knights Clinic and the Apopka Farmworkers Clinic.
- Involvement in clinical outreach, as evidenced by regional referrals for care and by recognition as clinical expert.

Service

- Membership on departmental, college, and/or university committees.
- Service to professional societies at a national level.
- Membership on committees of affiliated institutions, such as Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), Quality Improvement (QI) committees, residency program selection committees, other hospital-based committees.
- Participation in activities such as accreditation, assessment, or institutional effectiveness programs.
- Provision of continuing education programs for UCF faculty and staff.
- Recognition from local, regional, state, or national societies.
- Service to local community and community organizations.

PROFESSOR

In Addition to Criteria for Promotion to Associate Professor:

Teaching

- Documented effectiveness in research training and mentorship of medical students, graduate students, postdoctoral fellows, and/or residents/clinical fellows.
- National or international teaching awards/recognition
- Sustained excellence in teaching as indicated by learner and/or peer evaluations.

- Mentorship of trainees as evidenced by successful transition to residency, clinical and post-doctoral fellowships, and successful independent careers.

Research/Scholarship

- Senior authorship of scholarly work in peer-reviewed journals well respected on one's field and indexed in PubMed or equivalent databases.
- If research assigned effort is 50% or greater, evidence of sustained grant funding from external sources as Principal or co-Principal Investigator.
- Chairperson of grant study sections for major funding agencies such as National Institutes of Health (NIH), National Science Foundation (NSF), American Heart Association (AHA), American Cancer Society (ACS), American Lung Association (ALA) and others.
- Principal investigator of multi-center clinical trials, initiation of new clinical trials.
- Procurement of extramural support for clinical or translational trials or other research projects.
- Contribution to the development or enhancement of a model program that is integral to the success of one's own department or other departments or programs within the College of Medicine.
- Publication of invited review articles.
- Authorship or serving as an Editor of textbooks.
- Invited presentations at national/international meetings.
- Editor or member of editorial board for journals relevant to one's field.

Clinical (Patient Care), if applicable

- National or international recognition for new patient programs and/or clinical innovation.
- National recognition for safety and quality improvement.
- Impact on care at national level as evidenced by dissemination of knowledge through corresponding or senior authorship of practice guidelines and invited presentations at professional society meetings.

- Referrals of patients from broad geographical areas beyond Greater Orlando (e.g., the Southeast region, nationally or internationally).

Service

- Leadership role in professional societies at a national/international level.
- Chair of committee(s) of national or international professional societies.
- Chairing of departmental, college, and/or university committees.
- Recognition of accomplishment in area of concentration from national/international societies.
- Organization of teaching workshops, seminars, and/or professional meetings.
- Leadership of accreditation site teams (LCME, SACS, etc.).
- Representation of COM in official activities.