

DEPARTMENT OF INTERNAL MEDICINE
NEW PROVIDER ORIENTATION



FACULTY ADVANCEMENT

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Objective

- Welcome
- Aspirations and goals – clinical practice, teaching, publishing
 - Clinical track
 - Tenure Track
 - Research track
 - Advanced Practice Providers
- Promotion process
- Mentoring Committee

Reappointment Review

- Initial appointment: 3-4 years (1-3 years for Research Track)\
- Annual Faculty Review
- Review for reappointment in fall prior to end of appointment
 - Tenure track candidates (Tenure track review committee)
 - Clinical track candidates (DD and DEO)
 - Research track candidates (PI and DEO)
- Assess progress in:
 - teaching: clinical track and tenure track
 - scholarship/professional productivity: clinical, tenure and research track
 - Service: all personnel



Know the timelines – have a system for tracking activities relevant for advancement.

Promotion

- Determine if candidates have met standards
(set by Department/College/University)
 - Promotion to higher rank (+/- tenure)
- The annual process sets and maintains standards
- Recognizes accomplishments of faculty members
Not acknowledgement for time in rank

Promotion Review

- Assess accomplishments in:
 - Teaching (Clinical, Tenure)
 - Scholarship/professional productivity (Research, Clinical, Tenure)
 - Service (Research, Clinical, Tenure)

Accomplishments are 'relative to a standard'

- Timing
 - Tenure Track: “Clock”
 - 8 yr (physician)
 - 6 yr (scientist)
 - Clinical Track and Research Track: no “Clock”
 - Recommended by Supervisor, PI, Division Director
in consultation with VCFA and Department Chair

What is the review process for promotion?

- CV (updated, COM format, annotated references)
- Personal statement: teaching, scholarship/academic productivity, service
- Teaching evaluations (including at least 3 peer evaluations from 2 different venues)
- Teaching materials (e.g., handouts, slides) - up to 5
- Selected publications (if applicable) - up to 5

- ➔ **You should be teaching if you are clinical or tenure track – document when and where.**
- ➔ **You should be aware of your teaching evaluations – from learners and from peers.**
- ➔ **You should have a system for tracking teaching activities.**

Promotion in the Research Track (Focus on scholarship)

- Assistant Professor:
 - Productive scholarship
 - Ability to fulfill relevant responsibilities in the research enterprise.
- Associate Professor: *additional criteria*
 - Evidence of extramural research funding and sustained salary support from extramural grants and/or contracts on which the faculty member is listed as key personnel.
 - Evidence of fulfillment of important responsibilities in the research enterprise
- Professor: *additional criteria*
 - Clear evidence of regional or national recognition by peers.

Promotion in the Clinical Track

- To Associate Professor:
 - Convincing evidence that the candidate is an effective teacher.
 - Evidence of progress toward a record of professional productivity beyond clinical service
 - Departmental, Collegiate, and/or University service.
- To Professor:
 - Continued evidence that the candidate is an effective teacher.
 - Evidence of a record of professional productivity beyond clinical service
 - Ongoing Departmental, Collegiate, and/or University service.
 - Evidence of regional or national recognition by peers.

Promotion in the Tenure Track

- To Associate Professor:
 - Convincing evidence that the candidate is an effective teacher.
 - Demonstration of scholarly achievement, supported by substantial publications
 - Departmental, Collegiate, and/or University service.
 - Evidence of regional recognition by peers.
- To Professor:
 - Continued evidence that the candidate is an effective teacher.
 - Demonstration of ongoing growth in scholarly achievement
 - Ongoing Departmental, Collegiate, and/or University service.
 - Evidence of national or international recognition by peers.

Mentoring Committee

Purpose:

- To serve as an unbiased candidate-centered advisory committee
- Usually has 3 to 4 member selected by the faculty member in consultation with primary mentor/DD
- Does not usually have the DD
- Can have members outside the Division or Department or College
- Provide a confidential sounding board for ideas, aspirations
- Review progress in all domains relevant to the track

Faculty member should take the initiative in setting up the committee and scheduling meeting

What should you do now?

- Consider goals beyond clinical practice or research (academic productivity)
- Participate in service (e.g., committee) activities, and teaching opportunities
- Set up a mentoring committee, network with your colleagues esp. senior
- Pay attention to your teaching evaluations
- Keep your CV updated (ongoing)
- Annual meeting with Division director, annual faculty review



Evidence of service beyond taking care of patients; being a good citizen counts

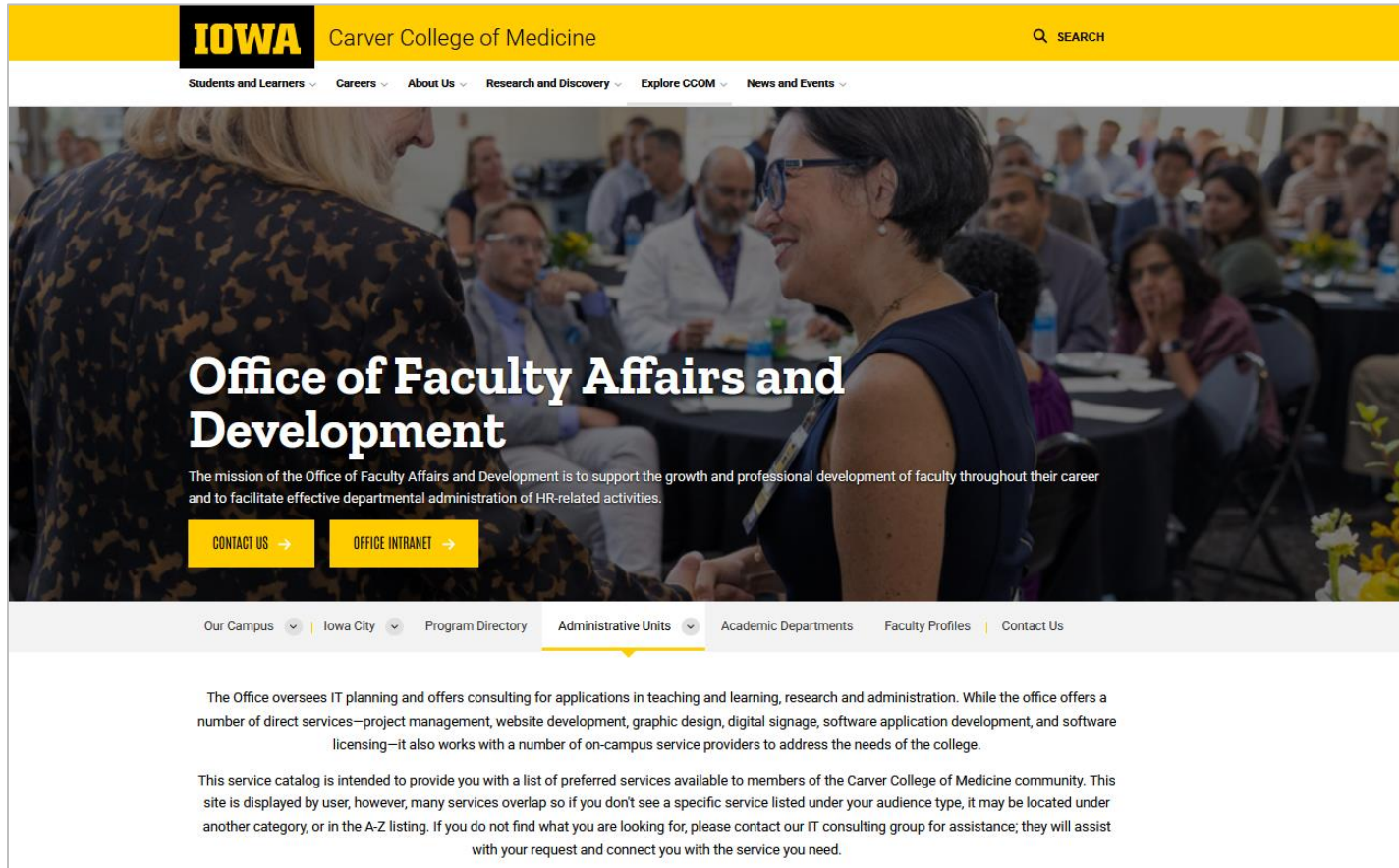


Evidence of scholarship or productivity beyond taking care of patients



Developing, improving or expanding the academic mission

Additional Information



The screenshot displays the Carver College of Medicine website. The header is yellow with the 'IOWA' logo and 'Carver College of Medicine' text. A search bar is located in the top right. Below the header is a navigation bar with links: 'Students and Learners', 'Careers', 'About Us', 'Research and Discovery', 'Explore CCOM', and 'News and Events'. The main content area features a large image of a group of people at a meeting. Overlaid on this image is the title 'Office of Faculty Affairs and Development' in large white text. Below the title is a paragraph describing the office's mission: 'The mission of the Office of Faculty Affairs and Development is to support the growth and professional development of faculty throughout their career and to facilitate effective departmental administration of HR-related activities.' Two yellow buttons, 'CONTACT US' and 'OFFICE INTRANET', are positioned below the mission statement. At the bottom of the page, there is a horizontal navigation bar with links: 'Our Campus', 'Iowa City', 'Program Directory', 'Administrative Units' (which is highlighted with a yellow underline), 'Academic Departments', 'Faculty Profiles', and 'Contact Us'. Below this bar, there is a paragraph of text: 'The Office oversees IT planning and offers consulting for applications in teaching and learning, research and administration. While the office offers a number of direct services—project management, website development, graphic design, digital signage, software application development, and software licensing—it also works with a number of on-campus service providers to address the needs of the college.' This is followed by another paragraph: 'This service catalog is intended to provide you with a list of preferred services available to members of the Carver College of Medicine community. This site is displayed by user, however, many services overlap so if you don't see a specific service listed under your audience type, it may be located under another category, or in the A-Z listing. If you do not find what you are looking for, please contact our IT consulting group for assistance; they will assist with your request and connect you with the service you need.'

<https://medicine.uiowa.edu/explore-carver-college-medicine/administrative-units/office-faculty-affairs-and-development>

THANK YOU



Welcome to the Department

→ medicine.uiowa.edu/internalmedicine

