



What do you need to get ready for promotion: Clinical Tracks

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Tracks and targets

- What track are you on?
- Is it the right track?
- COM-T Promotion and Tenure Guidelines
 - Clinical Scholar (pg. 11-12)
 - Clinical Series (pg. 15-16)



Clinical Series track

- Clinicians involved in education/training of students & residents
- Promotion based upon:
 - Local/regional recognition as a clinician and educator
 - Service: professional organizations, COM-T committee membership, advising medical students
 - Scholarship: minimal, can include educational program development, clinical policy/treatment guideline development, curricula



Target: Clinical series track

Associate Professor

- board certification in the area of specialty
- local reputation for clinical excellence
- excellent patient-valued quality outcomes
- excellence in the areas of scholarly activity and service **or** exemplary in either scholarly activity or service



Clinical Scholar track

- Clinical teaching, substantial service, scholarship
- Promotion based upon:
 - Regional/national recognition as a teacher, clinician
 - Leadership: professional societies, research projects
 - Scholarship: can include case reports, reviews, clinical innovations, health policy/treatment guideline development, curricula, health promotion programs, peer-reviewed publications



Target: Clinical scholar track

Associate Professor

- established and productive career
- regional or national level reputation
- service, teaching, and scholarship



Create your career plan

- Identify personal & professional goals
- Connect your goals to institutional mission/goals
- Identify milestones:
 - Month to month
 - Next year
 - 2-5 years
- Discuss goals & career plan with your mentors
- Track your progress!



Use your annual review

- Annual review – ending April 30, 2022
- Possible questions:
 - Does productivity correspond with workload assignment?
 - Are there areas in which I need to be more productive?
 - What types of publications, journals, conference presentations should I be pursuing?
 - What service opportunities are most appropriate given my goals and interests?
 - What else should I be doing for promotion?
- Then, plan for the coming year



Promotion process

- You prepare: CV, personal statement, teaching portfolio, clinical service portfolio
- Department sends it to external evaluators
- Dossier reviewed by:
 - Department P&T Committee
 - Department Head
 - College P&T Committee
 - Faculty Affairs Dean
- Faculty Affairs Dean makes final decision



Two timelines!

	Effective Jan 1	Effective Jul 1
Department review	Jul – Sep	Sep – Feb
Dossier to Faculty Affairs	October 1	March 1
COM P&T review	Oct – Nov	Feb – Apr
Dean review	Nov – Dec	Apr – May
Faculty notification	December	May/June



Critical pieces of dossier

- Workload assignment
- Peer teaching evaluations (recommend 1/yr)
- Clinical service portfolio
- Letters of reference (3-8)
 - Critical to establishing national reputation
 - Must be independent of candidate
 - **Clinical Scholars:** Need one letter outside the UA to speak to national impact



Promotion preparation

- Attend Faculty Affairs workshops
- Prepare your CV, other materials
 - Get feedback from your section/division chief, colleagues, recently promoted faculty
- Submit to department P&T coordinator
- Make changes/updates if requested



Steps to take now

- Evaluate how proposed activities would contribute to your career goals.
- Make time in your schedule for **writing** and **scholarly activity**
- Document everything you do. Toss agendas, thank yous, announcements, evaluations, etc. into a file
- Request feedback from peer review committee after annual evaluation
- Identify & meet with your mentors



Recommendations

- Make sure you are on the right track for **you**
- Learn the criteria for promotion on that track
- Create a career plan
- Use evaluations to identify what you need for promotion
- Stay focused on your goals and the targets
- Keep timelines in mind



Questions? Feedback?

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