

## NON TENURE – CLINICAL TRACK

Non-tenure track (NTT) **clinical track faculty members have the responsibility of providing clinical service that advances the mission of the academic unit.** The institution has developed general guidelines for appointment and promotion of faculty at different academic ranks in all non-tenure tracks, as well as a promotion timetable ([https://www.umsystem.edu/ums/rules/collected\\_rules/faculty/ch310/310.035\\_non-tenure\\_track\\_faculty](https://www.umsystem.edu/ums/rules/collected_rules/faculty/ch310/310.035_non-tenure_track_faculty)).

**Guidelines:** Academic units should provide guidelines for the minimal standards of performance that should be achieved prior to nomination for promotion to associate or full professor of clinical. These guidelines will provide the basis for recommendations made by the academic unit. An essential component of the evaluative process regarding a candidate's suitability for promotion in academic rank is appraisal of his/her potential to continue to meet expectations of sustained, meaningful activity in the area of primary responsibility. In keeping with University policy (Collected Rules and Regulations 310.035 Non-Tenure Track Faculty, Executive Guideline No. 35, issued 11-16-06; revised 05-21-08, 04-12-10, 6-17-10, 02-04-11, 07-16-12, 05-01-13), the following must be considered for NTT appointments.

Unlike tenured and tenure track faculty, whose performance is evaluated based on their contribution to research, teaching, and service, **the performance of NTT faculty should be evaluated on the primary responsibility of the NTT appointment as well as service and professional activities related to that primary responsibility.**

There is no prohibition for NTT faculty to be involved in multiple duties related to research, teaching, or service. However, decisions regarding hiring, continuation of employment, and evaluation of NTT faculty performance should relate to the primary purpose of their appointment as defined by category and not be based on all three criteria. Only tenured and tenure track faculty should be hired, evaluated, and promoted based on all three criteria.

**Eligibility for promotion into the clinical track:** Individuals currently serving in the title of Clinical Instructor who have successfully completed their board certification may be promoted into the rank of Assistant Professor of Clinical Department.

**NTT Promotion Timeline Policy:** There is no fixed requirement for years in rank before a clinical faculty member can be promoted. However, in general, it is difficult to demonstrate readiness to be promoted in less than five complete years of service in a given rank. Only in exceptional, well documented, cases should a faculty member be recommended for promotion when he/she has completed fewer than five years in rank. Clinical faculty who are considered for promotion should have a sustained record of performance in their primary area of endeavor, which meets the unit's requirements for an equivalent promotion of tenured and tenure-track faculty in that area.

**Degree requirements (all ranks):** Appropriate terminal degree for appointment (physicians only); Evidence of appropriate, current credentials (board certified or, in the case of Assistant Professor, board eligible).

**NON-TENURE – CLINICAL TRACK**

**RESEARCH, SCHOLARSHIP AND/OR CREATIVE WORK (see definition of scholarship below)**

**All Ranks**      **Not required**

**TEACHING, ADVISING, AND SERVING AS A MENTOR AND ROLE MODEL**

**All Ranks**      **Not required**

**SERVICE (CLINICAL AND OTHER)**

**Assistant Professor of  
Clinical Department**

Capable of making significant independent contributions to the ongoing clinical missions of the SOM.

**Associate Professor of  
Clinical Department**

- The candidate will be expected to:
- contribute to the department or SoM in such areas as clinical service and internal governance.
  - earn a strong regional reputation as an independent expert who has influenced the clinical field.
- Clinical excellence can be demonstrated by:
- patient satisfaction
  - patient outcomes
  - RVU's/patient volumes – ratio new/returning
  - number of new referrals
  - quality improvement
  - demonstrated innovation in approaches to disease diagnosis, treatment or prevention
  - developing and evaluating new clinical approaches
  - changing practice patterns
  - organizing a new, or reorganizing an existing clinical service
  - observations and opinions of peers (inside and outside the institution) and patients
  - evaluations by students, residents and/or fellows
- Other service excellence can be demonstrated by:
- participation on Department, SoM or University committees
  - evidence of regional/national recognition (invitations to review manuscripts; society committee membership; organization of symposia)
  - membership/participation in professional organizations
  - election to membership in societies stipulating meritorious professional achievement
  - election to offices in regional or national societies
  - participation on and leadership in community service committees
  - extensive service on boards of directors or similar boards
  - participation in Continuing Medical Education as teachers
  - contributing to education programs or materials
  - scholarly presentations and writing for publication turning clinical and educational work into scholarship (see operational definition of scholarship below)
  - invitations to be a visiting professor or clinical professor at other universities

<p><b>Professor of Clinical Department</b></p>	<p>The candidate will be expected to:</p> <ul style="list-style-type: none"> <li>○ contribute to the department and the School of Medicine in clinical service as well as internal governance</li> <li>○ earn sustained national and/or international recognition as a leading authority in his/her field.</li> </ul> <p>Clinical excellence can be demonstrated by:</p> <ul style="list-style-type: none"> <li>○ patient satisfaction</li> <li>○ patient outcomes</li> <li>○ RVU's/patient volumes – ratio new/returning</li> <li>○ number of new referrals</li> <li>○ leadership in quality improvement initiatives</li> <li>○ demonstrated innovation in approaches to disease diagnosis, treatment or prevention</li> <li>○ having a critical role in defining a new field</li> <li>○ developing and evaluating new clinical approaches</li> <li>○ developing treatment protocols or practice guidelines that influence the standard of care and are adopted national, and in many cases, internationally</li> <li>○ changing practice patterns</li> <li>○ organizing a new, or reorganizing an existing clinical service</li> <li>○ observations and opinions of peers (inside and outside the institution) and patients</li> <li>○ evaluations by students, residents and/or fellows</li> <li>○ national or international awards for contributions and/or innovation in the area of clinical expertise</li> </ul> <p>Other service excellence can be demonstrated by:</p> <ul style="list-style-type: none"> <li>○ participation and/or leadership on Department, SoM or University committees</li> <li>○ evidence of national/international recognition (invitations to review manuscripts; society committee membership; organization of symposia)</li> <li>○ membership/participation and/or leadership in professional organizations</li> <li>○ election to membership in societies stipulating meritorious professional achievement</li> <li>○ election to offices in national or international societies</li> <li>○ participation on and leadership in community, regional or national service committees</li> <li>○ extensive service on boards of directors or similar boards</li> <li>○ participation in Continuing Medical Education as an authority in their field</li> <li>○ contributing to education programs or materials</li> <li>○ scholarly presentations and writing for publication turning clinical and educational work into scholarship (see operational definition of scholarship below)</li> <li>○ invitations to be a visiting professor or clinical professor at other universities</li> </ul>
--	---

### **\*Operational Definition of Scholarship**

Scholarship requires the use of innovative ideas in the pursuit of knowledge. The quality of such an activity is best determined by critical review by one's peers and, to have an impact, the information must be disseminated. This is best accomplished by publication in appropriate journals, monographs, or books, and by presenting scientific papers and exhibits at scholarly meetings. Such activities provide the most compelling evidence of scholarship.

The following are methods by which scholarship is demonstrated (Relative importance is not necessarily indicated by item number).

1. Publication of articles in professional journals. Greater importance will be attributed to publications in journals that require a critical review, but all publications will be evaluated.
2. Publication of books, monographs, manuals, on paper or in electronic media. Material in these formats should advance the field in order to be considered scholarship; materials produced primarily for student teaching should be listed under teaching.
3. Invited or submitted presentations of original data at major national or international meetings, or at major institutions or research organizations.
4. Demonstration of a sustained, externally funded, independent research program.
5. Leadership and/or organization of clinical trials.

Academic creativity (scholarship) may also manifest itself in teaching and professional activities, and for these activities to be considered evidence of scholarly activity, they must be innovative and/or published and presented.

(Adapted from Boyer's Expanded Definition of Scholarship)