

Reappointment, Promotion and Tenure (RPT) Summary at Lerner College of Medicine

Tenure Pathway: Appropriate doctoral degree with an independent research program. Makes significant contributions to the teaching and administrative missions of the LCOM. Significant independent achievements in research, service and teaching form the major basis for appointment and promotion.

Clinical Scholar Pathway: Appropriate doctoral degree with primary efforts in clinical medicine. These faculty make significant contributions to teaching and scholarship, publications, funding and outstanding clinical service.

Research Scholar Pathway: Appropriate doctoral degree with research contributions of such quality that contribute to the LCOM academic mission. Primary effort is in the research setting. Capable of independently conducting research projects, as evidenced by publications and funding.

Education Scholar Pathway: Appropriate doctoral degree with primary efforts in teaching of learners in a classroom, seminar, lecture, tutorial, laboratory or clinical setting and serve as course director as well as taking a scholarly approach to teaching activities.

Volunteer Pathway: Appropriate doctoral degree, non-salaried faculty in the community or at affiliate sites whose primary activity for the LCOM is teaching medical students.



Metrics of Excellence

There are general guidelines that every faculty member is expected to address. Accomplishments in each area depend on the appointment; however, outstanding achievement in at least one of the three areas is required, depending on the level of promotion.

Teaching: The five categories of teaching that may be assigned and assessed; 1) teaching, 2) curriculum development, 3) advising and mentoring, 4) educational leadership, 5) administration and learner assessment.

Service: Includes but not limited to departmental/college/university committees, interdepartmental activities, search committees, editorial boards, professional society leadership, community/public service and clinical service in their discipline.

Research: Documentation of productivity, and the quality of research or scholarly work such as: Peer-reviewed research publications, extramural grant funding, national/international presentations, academy memberships, service on funding review committees and invitations to lecture.

Terms of Appointment – the following table shows the years between appointments.

	Clinical Scholar	Research Scholar	Education Scholar	Tenure
Professor	6	6	6	NA
Associate	4	4	4	2, 2, or NA
Assistant	2	2	2	3, 3, 3
Instructor/ Research Associate	1	1	1	NA



Faculty Resources for RPT

Consult the following documents for more details and specifics on RPT requirements, procedures and forms at:

www.uvm.edu/medicine/facultyaffairs/

University and University Officers' Manual: Provides general provisions for university community principles, institutional structure and governance.

LCOM Faculty Handbook: General information on LCOM faculty appointments, reappointments, evaluation, promotion and tenure; faculty appointments (p. 11), renewable appointments (p. 14), performance reviews (p. 25), and reappointment reviews for faculty (p. 32).

LCOM Standards and Guidelines: Information on; responsibilities for faculty development, annual review of performance, reappointment and promotion, Documentation – All Pathways (p. 4), evaluation and pathway specific Standards and Guidelines (p.11).

Faculty Mentoring Program Guidelines: Details of the LCOM mentoring program.

External Letters: "Arm's Length"

Letters must come from people of a more senior academic rank and whose ability to provide an objective evaluation of the academic performance and reputation of the candidate is not put into question by prior associations with the candidate.

Promotion

Exemplary performance must be demonstrated. Continued service and performance at the rank of Assistant or Associate Professor shall not, by itself, constitute grounds for promotion to the next level. Demonstration of prominence in the discipline and pathway are required for promotion. A regional/national reputation in the specific area in which the individual has developed expertise, publications in authoritative refereed journals, presentations to prestigious national societies and recognition by colleagues within the University, all are important indicators for promotion.

Steps in the Promotion Process:

1. Faculty (you)
2. Chair
3. Department
4. Faculty Standards(College)
5. Dean
6. Professional Standards (University)
7. Provost

Timing: November 1 to ~ June the following year.

TEN TIPS AND STRATEGIES FOR A SUCCESSFUL REAPPOINTMENT/PROMOTION

- 1) Your promotion (and tenure) focus should be continuing, not a sporadic activity. You should be concerned with promotion (and tenure) every year.
- 2) Make yourself the expert, the specialist, in your area. Find a niche or the role that no one else can play in your department/institution and fill it.
- 3) Your CV is the principle record of your accomplishments. Use a standard format and keep it updated.
- 4) Use your annual faculty evaluation meeting with your chair or division director for your benefit. Discuss your chances for promotion (and tenure) and your progress at that meeting.
- 5) Service contributions are important but don't let it overwhelm your principle activities; e.g., scholarship and teaching.
- 6) Work with a mentor.
- 7) Document your teaching. One of the weakest parts of a candidate's file is an incomplete record of teaching activities. Document teaching as it happens as part of keeping your curriculum vitae up-to-date.
- 8) Become known by colleagues at professional organizations and other institutions; present papers nationally; review for journals; present visiting lectures. Professional activities extending beyond UVM are worthwhile and required.
- 9) Focus! Promotion standards require excellence in one area. The person who is good at everything and who contributes across the board is valuable but is not as promotable as the faculty member who is also outstanding in one thing/area.
- 10) You are responsible for your progress to promotion (and tenure) and for your research, teaching, and service.