

Promotion to Professor

## Self Assessment

---

Date: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Tenure Track Yes ☐

No ☐

Working Toward Faculty Rank:

Associate Professor ☐

Professor ☐

Date of Last Promotion: \_\_\_\_\_ Deadline for Tenure Review \_\_\_\_\_

## Overall Job Percent Effort

Clinical: \_\_\_\_\_ Other Service: \_\_\_\_\_ Scholarship: \_\_\_\_\_ Teaching: \_\_\_\_\_

## Promotion to Professor

The following are examples of satisfactory and excellent activities in each of the areas as outlined in the 2009 SOM P and T guidelines. It is not meant to be all inclusive. Please carefully review each item. If you have an activity please make a note as to how you have this. If a metric would be required to document (for example evaluation scores, number of wrvu's etc) please place this information in notes. For things like articles you do not need to list references (they will be on your CV) simply list number of articles. Some items may fit in two categories like service and teaching. For P and T review they can only be counted in one area. For this form please make sure that it appears in one of the areas.

<b><u>Scholarship</u> Satisfactory</b>	<b>Notes</b>
Independence from postgraduate or fellowship mentor	
Author on peer reviewed publication(s) of original research, editorial, review articles, case reports and other scholarly work	
Significant role in clinical trials (evaluated by the number of trials, number of patients enrolled, impact of the trial) with or without authorship	
Clinical collaboration with basic or clinical researchers on work that leads to new insights about clinical questions.	
Abstracts and presentations about new techniques or clinical advancements at local, regional, or national meetings	
Local and regional presentations about new teaching materials or techniques such as technical manuals, new course design, web based teaching , using new technology, and tools to assess learning	
Development of trainee oriented educational programs and clinical manuals	

## Promotion to Professor

<b><u>Scholarship</u> Excellent</b>	<b>Notes</b>
Consistent pattern of federal funding and productivity as principal investigator	
Significant publication record as first or senior author in top rated, peer reviewed journals about basic science, clinical, or educational research	
Author or editor of book or textbook	
Editor or member of editorial board of major journal or textbook	
Member of permanent study sections or advisory panel	
Principle investigator in a funded multidisciplinary or multi institutional research group	
Awards and recognition for scholarship at a national level	
Participation in the development of national clinical guidelines or diagnostic criteria	
Participation in collaborative public health or clinical initiatives through national organizations such as patient advocacy groups or quality improvement groups with published outcomes	
Coordinator of scientific program at national level	
Authorship on publications of the results of clinical trials	

## Promotion to Professor

<b><u>Scholarship</u> Excellent</b>	
Collaboration in a funded multidisciplinary or multi institutional research group	CCTR,
Evidence of external funding and scholarly productivity	Apx 3million in grants where I was PI
Ad hoc or regular reviewer for study sections or advisory panels	PCORI, NIH Ethics panel
Service to academic journals as a reviewer or member of editorial board	Reviewer for journals
Podium presentations at meetings of regional or national professional organizations	Invited speakers for AAHRPP, PRIM&R, Canadian Research, SOCRA
Membership and service to scholarly organizations	CCTR working groups, working groups for AAMC, ORI
Regional awards and recognition for scholarship	IM Research, VCU Currents of Change award
Participation in the development of and/or authorship of clinical guidelines or diagnostic criteria	

Please describe any additional information about your scholarly work that sets you apart like the importance or innovation of your work.

## Promotion to Professor

## Promotion to Professor

<b>Teaching Satisfactory</b>	
Participation in teaching and preparation of course materials in the SOM, University, VCUHS, community , or CME activity	
Satisfactory performance in medical and graduate student course lectures and other teaching in the SOM, health system, and community setting	
Satisfactory performance reviews from students, housestaff, fellows, and faculty colleagues.	
Leading review sessions, physical diagnosis sessions, or small group clinical learning sessions with at least satisfactory ratings for teaching	
Presentations at departmental seminars, grand rounds, clinical conferences, departmental teaching conferences	
Satisfactory research or clinical training of students or trainees including measures of impact on trainees – publication, job placement, etc.	
Providing satisfactory clinical supervision and training	

## Promotion to Professor

<b>Teaching Satisfactory</b>	
Satisfactory mentoring of students or trainee seminar or journal clubs	
Participation in development of questions for national board or national certification examination	
Serving as a member of an education, curriculum , thesis, or admissions committee	
Overseeing and attending student and trainee seminars or journal clubs	
<b>Teaching Excellent</b>	
Editor or author of a textbook	Book chapter
Development and assessment of new teaching methods that are recognized and/or adopted nationally or internationally	
Significant contributions to teaching at a national or international level	
Leadership or course director for national or international conference or CME events	
Sustained excellent performance reviews of teaching, from students, housestaff, and faculty colleagues	

## Promotion to Professor

<b>Teaching Excellent</b>	
Recognition for teaching with national or international or university wide teaching awards.	
Receipt of national grants for education program improvement and innovation	
Writing a nationally funded training grant	
Outstanding contributions as director of residency or fellowship training program	
National role in development of teaching and learning assessment materials for trainees, such as educational programs and certification examinations	
Chair of education or workforce and training committee for national or international professional organization	
Chair of organizing committee for national or international CME or educational meetings of professional groups	
Outstanding contribution to developing, evaluating, and improving curriculum that is nationally or internationally recognized	
Invitations to consult and speak nationally on teaching or learning assessment	

<b>Teaching Excellent</b>	
Publications about teaching including books and book chapters	
Sustained excellent performance in	



## Promotion to Professor

laboratory or other research training of graduate students and trainees with documented excellent outcomes (publications, job placement, etc.)	
Sustained excellent performance as a course director for didactic courses, health system, SOM and CME courses	
Leadership or course director for local or regional conference and CME events	
Receipt of external grants for education program improvement and innovation	
Obtaining a funded training grant	
Highly effective director of residency or fellowship training program	
Committee member of education or workforce and training committee for regional or national professional organizations	
Documented exceptional teaching skills as an attending physician at or as a preceptor for resident ambulatory clinics or corresponding clinical settings	
Outstanding contribution to developing, evaluating, and improving curriculum that is recognized regionally or nationally	
Member of organizing committee for regional or national meeting of professional groups	

Please describe any additional information about your teaching that is notable. Be sure to describe innovative approaches, awards, outcomes of your teaching.

## Promotion to Professor

<b>Service Satisfactory</b>	
Member of University, School, Health System, depart., or division committees and other Adm. Serv.	
Service to Profession and Discipline (Local, State, Regional)	
Consultation and Public Service	
Provides high quality clinical service	
Respected as a medical consultant	
Adherence to institutional performance standards	
<b>Service Excellent</b>	
<b>General</b> Significant contributions on University, SOM, VCUHS, MCVP or departmental committees	

## Promotion to Professor

<b>Service Excellent</b>	
Significant contributions to service to Profession and Discipline (State, Regional) such as member of <ul style="list-style-type: none"> <li>• committee, of local, regional, or national professional organizations</li> <li>• data and safety monitoring board</li> <li>• grant review committee</li> <li>• study section</li> </ul>	
Regional recognition of Service	
Outstanding adm. accomplishments such as the development, implementation, evaluation or management of specialized or essential programs or initiatives that are recognized regionally	
<b>Clinical</b> Promoting excellent patient care through efforts to improve compliance with specialty specific outcome measures including regional or national patient safety goals, mortality rates, readmission rates, etc	
Implementation of practice improvement measures	
Innovation	
Development of a multidisciplinary program that offers a unique service and is recognized regionally	

## Promotion to Professor

Development of strong referral relationships with community physicians for unique, successful clinical programs	
Participation in the development of local, regional or national guidelines or quality improvement efforts	
<b>General</b> •Chair of University, SOM, VCUHS, MCVH, MCVP, or depart. committees	
•Leadership in service to Profession & Discipline (National, Int'l) such as <ul style="list-style-type: none"> <li>• Committee chair, member of the BOD or Executive Committee of professional organizations or equivalent</li> <li>• Chair of data safety monitoring board</li> <li>• Chair, grant review committees, study sections</li> </ul>	

## Promotion to Professor

<b>Service</b> Excellent	<b>Notes</b>
<ul style="list-style-type: none"> <li>•Member of key leadership committees that require a significant time commitment such as               <ul style="list-style-type: none"> <li>• SOM Admissions</li> <li>• IRB</li> <li>• MCVP board</li> <li>• IACUC</li> </ul> </li> </ul>	
Regional recognition of Service	
Outstanding performance in professional pursuits that clearly makes one valuable to the SOM or health system	
Leadership in the development, implementation, evaluation of outstanding administrative programs or initiatives that are nationally recognized	
<b>Clinical</b> <ul style="list-style-type: none"> <li>•Leadership in the development of cutting edge clinical programs that are nationally recognized for innovation, quality, efficiency, or effectiveness, or lead to improved outcomes or access and are nationally recognized</li> </ul>	

## Promotion to Professor

<b>Service</b> Excellent	Notes
Instrumental role at the health system for achieving nationally recognition for safety, quality, or effectiveness as evaluated by clinical outcome measures including national patient safety goals, mortality rates, readmission rates, etc.	
Nationally recognition for practice improvement measures	
Key role in the development of national guidelines or quality improvement efforts	
National recognition of clinical or administrative contributions as evidenced by awards, recognition of national peers, invitations to speak, teach, consult, or become a member of a national group	

Please describe any other important aspects of your service.

Is there any other information which you think is important for your P and T review committee to know?

## Promotion to Professor

List of Metrics and Documents to be used during the review.

<b>Metric Or Document</b>	<b>I will provide</b>	<b>Committee Can obtain</b>	<b>Other information (for instance where can the information be obtained)</b>
Wrvus actual and expected			
Teaching evaluations for students and housestaff			
Teaching evaluations from other sources (like outside lectures)			
Teaching portfolio			
Web of science report			
Personal statement			

## Promotion to Professor

References provide a list of references. They should include individuals who can speak to each of the areas and that are from inside and outside the institution. Also please include a minimum of three outside references in your area that are not directly associated with you.

[illegible]



## Promotion to Professor