

THE WARREN ALPERT MEDICAL SCHOOL OF BROWN UNIVERSITY

BIOMED FACULTY AFFAIRS

Michele G. Cyr, MD, FACP Associate Dean for Academic Affairs

Kara Johnson, MPhil, Administrative Manager, BioMed Faculty Affairs

p: 863-1139 f: 863-2940

CANDIDATE SUMMARY REVIEW

Year: **2009/2010**

To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XX recommends that **XX, MD**, be promoted to **Associate Professor of XX** in the **Teaching Scholar Track** effective July 1, 2010 for a five-year term. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. **Indicate if faculty is in the third and final term.** The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Associate Professor in the Teaching Scholar Track**:

1. Faculty has assumed a major teaching role in a University program.

State how candidate has assumed a major teaching role. Examples include leadership or major contribution to a required course, or supervision of a University sponsored residency or fellowship sponsored program, or in a substantive elective course offered yearly.

2. Demonstrated exceptional skills as an educator.

Include teaching awards and summary of teaching evaluations. Teaching includes medical courses, clinical rotations, residency programs, conferences, invited lectures, seminars, grand rounds, and at the bedside. Candidate teaching materials should be well organized, current, and stimulating.

3. The faculty has a national reputation as a teaching scholar in his/her discipline.

State how candidate demonstrates national reputation: significant role in multi-institutional studies, presentations at national meetings, service on editorial boards, visiting professorships, meaningful service to national professional organizations or national certifying boards.

4. Sustained scholarly productivity is required for promotion to this rank.

Include total number of publications since last promotion. Publications include peer-reviewed publications, text books/chapters, curricula, clinical issues descriptions, AV modules, e-publications.

5. Other clinical skills and contributions will be given positive consideration.

Describe clinical skills, service contributions to hospital/university/community.

6. External letters are required: 4 names from candidate and 4 from committee. All letters are external to Brown and at the rank of associate or full professor and comment on teaching.

Comment on quality of external letters and include quotations. Explain negative comments.

I forward the dossier for your review.

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The Department of XX recommends that **XX, MD**, be promoted to **Professor of XX** in the **Teaching Scholar Track** effective July 1, 2010 for a five-year term. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Professor in the Teaching Scholar Track**:

1. *The faculty has a national reputation as a teaching scholar in his/her discipline*

State how candidate demonstrates national reputation: significant role in multi-institutional studies, presentations at national meetings, service on editorial boards, visiting professorships, meaningful service to national professional organizations or national certifying boards.

2. *Demonstrated exceptional skills as an educator.*

Include teaching awards and summary of teaching evaluations. Teaching includes medical courses, clinical rotations, residency programs, conferences, invited lectures, seminars, grand rounds, and at the bedside. Candidate teaching materials should be well organized, current, and stimulating.

3. *The faculty has documented new or qualitatively different teaching activities since appointment to Associate Professor.*

List accomplishments and include teaching awards and summary of teaching evaluations.

4. *Sustained scholarly productivity is required for promotion to this rank.*

Include total number of publications since last promotion. Publications include peer-reviewed publications, text books/chapters, curricula, clinical issues descriptions, AV modules, e-publications.

5. *Other clinical skills and contributions will be given positive consideration.*

Describe clinical skills, service contributions to hospital/university/community.

6. *External letters are required: 4 names from candidate and 4 from committee. All letters are external to Brown at the rank of professor. Letters should comment on the quality of teaching.*

Comment on quality of external letters and include quotations. Explain negative comments.

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CANDIDATE SUMMARY REVIEW

Year: **2009/2010**

To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XX recommends that **XX, MD** be promoted to **Associate Professor of XX** in the **Research Scholar Track** effective July 1, 2010 for a five-year term. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. **Note if candidate is in the third and final term.** The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Associate Professor in the Research Scholar Track**:

1. *The faculty has established an independent, productive research program with a reasonable assurance of continuity or productivity. Support is external, competitive, and peer-reviewed.*

Identify current and concluded grant funded research. Candidate should be a PI of an R01 or equivalent grant.

Current Grants

Total funding: \$

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| 1.
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Submitted and Pending Grants

Total funding: \$

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Concluded Grants

Total funding: \$

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2. *The faculty has a record of excellent teaching.*

Include teaching awards and summary of teaching evaluations. Teaching includes medical courses, clinical rotations, residency programs, conferences, invited lectures, seminars, grand rounds, and at the bedside. Candidate teaching materials should be well organized, current, and stimulating.

3. *Sustained scholarly productivity is required for promotion to this rank.*

Include total number of publications since last promotion. Publications include peer-reviewed publications, text books/chapters, curricula, clinical issues descriptions, AV modules, e-publications.

4. *The faculty has a national reputation as a research scholar in his/her discipline.*

State how candidate demonstrates national reputation: significant role in multi-institutional studies, presentations at national meetings, service on editorial boards, visiting professorships, meaningful service to national professional organizations or national certifying boards.

5. *Service contributions to the University or hospital will also be given positive consideration.*

Describe service to hospital/university/community.

6. *External letters are required: 4 names from candidate and 4 from committee. All letters are external to Brown and at the rank of associate or full professor and comment of research.*

Comment on quality of external letters and include quotations. Explain negative comments.

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CANDIDATE SUMMARY REVIEW

Year: **2009/2010**

To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XX recommends that **XX, MD**, be promoted to **Professor of XX** in the **Research Scholar Track** effective July 1, 2010 for a five-year term. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Professor in the Research Scholar Track**:

1. *The faculty is an established, independent investigator with grant support that is sustained, significant, independent, external, competitive, and peer-reviewed.*

Identify current and concluded grant funded research. Candidate should be a PI of an R01 or equivalent grant.

Current Grants

Total funding: \$

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2. |
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Submitted and Pending Grants

Total funding: \$

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| 1.
2. |
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Concluded Grants

Total funding: \$

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2. *The faculty has demonstrated productivity and solid research since previous promotion.*

List research accomplishments and publications since last review. Publications include peer-reviewed publications, text books/chapters, curricula, clinical issues descriptions, AV modules, e-publications.

3. *The faculty has an international reputation and record of excellent teaching. Membership on study sections, review boards, editorial boards, and academically meaningful participation in professional societies will be given positive consideration.*

Describe how faculty has demonstrated an international reputation: significant role in international studies, presentations at international meetings, service on international editorial boards, international visiting professorships. Include teaching awards and summary of teaching evaluations. List contributions to study sections, review or editorial boards, and society participation.

4. ***Service contributions to the University or hospital will also be given positive consideration.***

Describe service to hospital/university/community.

5. ***External letters are required: 4 names from candidate and 4 from committee; at least 1 from an international source. All letters are external to Brown at the rank of professor. Letters should comment on the quality and productivity of the research program.***

Comment on quality of external letters and include quotations. Explain negative comments.

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CANDIDATE SUMMARY REVIEW

Year: **2009/2010**

To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XX recommends that **XX, PhD** be promoted to **Associate Professor of XX (Research)** effective July 1, 2010 for a five-year term, contingent on the availability of external funding. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Associate Professor (Research)**:

1. *The faculty has established an independent or collaborative, productive research program with a reasonable assurance of continuity or productivity.*

Identify current and concluded grant funded research.

Current Grants

Total funding: \$

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Submitted and Pending Grants

Total funding: \$

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Concluded Grants

Total funding: \$

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2. *The faculty has a national reputation as a research scholar in his/her discipline.*

State how candidate demonstrates national reputation: significant role in multi-institutional studies, presentations at national meetings, service on editorial boards, visiting professorships, meaningful service to national professional organizations or national certifying boards. List contributions to study sections, review or editorial boards, and society participation.

3. *Sustained scholarly productivity is required for promotion to this rank.*

Include total number of publications since last promotion. Publications include peer-reviewed publications, text books/chapters, curricula, clinical issues descriptions, AV modules, e-publications.

4. ***Service contributions to the University or hospital will also be given positive consideration.***

Describe teaching and service to hospital/university/community.

5. ***External letters are required: 4 names from candidate and 4 from committee. All letters are external to Brown and at the rank of associate or full professor and comment of research.***

Comment on quality of external letters and include quotations. Explain negative comments.

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To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XX recommends that **XX, PhD**, be promoted to **Professor of XX (Research)** effective July 1, 2010 for a five-year term, contingent on the availability of external funding. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Professor (Research)**:

- 1. The faculty is an established, independent investigator who has demonstrated productivity and solid, well-regarded research since previous promotion.***

Identify current and concluded grant funded research. Candidate should be a PI of an R01 or equivalent grant.

Current Grants

Total funding: \$

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2. |
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Submitted and Pending Grants

Total funding: \$

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Concluded Grants

Total funding: \$

- | |
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2. |
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- 2. The faculty has an international reputation for scholarship. Membership on study sections, review boards, editorial boards, and academically meaningful participation in professional societies will be given positive consideration.***

Describe how faculty has demonstrated an international reputation: significant role in international studies, presentations at international meetings, service on international editorial boards, international visiting professorships. List contributions to study sections, review or editorial boards, and society participation.

- 3. Sustained scholarly productivity is required for promotion to this rank.***

Include total number of publications since last promotion. Publications include peer-reviewed publications, text books/chapters, curricula, clinical issues descriptions, AV modules, e-publications.

4. Service contributions to the University or hospital will also be given positive consideration.

Describe teaching and service to hospital/university/community.

5. External letters are required: 4 names from candidate and 4 from committee; at least 1 from an international source. All letters are external to Brown at the rank of professor. Letters should comment on the quality and productivity of the research program.

Comment on quality of external letters and include quotations. Explain negative comments.

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CANDIDATE SUMMARY REVIEW

Year: **2009/2010**

To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XX recommends that **XX, MD**, be promoted to **Clinical Associate Professor of XX** in the **Clinical Voluntary Track** effective July 1, 2010 for a five-year term. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Clinical Associate Professor**:

- 1. The faculty has documented excellence in teaching. For the clinical voluntary track, at least 100 documented hours per year are required.***

Include teaching awards and summary of teaching evaluations. Teaching includes medical courses, clinical rotations, residency programs, conferences, invited lectures, seminars, grand rounds, and at the bedside. Candidate teaching materials should be well organized, current, and stimulating.

- 2. Demonstrated a high level of skill as practitioner, teacher, or allied health professional.***

Describe how candidate demonstrates a high level of skill and quality care. Explain how candidate is viewed as a clinical role model and mentor.

- 3. Acknowledged standing in the medical school faculty and general professional community.***

List the leadership positions in the hospital and local medical community as well as participation in local, regional, and/or national professional societies.

- 4. Scholarly publications are not a requirement but are a welcome addition.***

Publications are not required but desirable. Scholarly activities include publications, curriculum development, new courses, electives, or syllabi, and teaching workshops.

- 5. Service contributions to the University or hospital will also be given positive consideration.***

Describe service contributions to schools, industry, government agencies, general medical community, general public, and leading roles in medical service organizations.

- 6. External letters are required: 2 names from candidate and 3 from department. All letters are external to the Department but can be within Brown; all are from associate or full professors.***

Comment on quality of external letters and include quotations. Explain negative comments.

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To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XX recommends that **XX, MD**, be promoted to **Clinical Professor of XX** in the **Clinical Voluntary Track** effective July 1, 2010 for a five-year term. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Clinical Professor**:

1. ***The faculty has documented excellence in teaching. For the clinical voluntary track, at least 100 documented hours per year are required.***

Include teaching awards and summary of teaching evaluations. Teaching includes medical courses, clinical rotations, residency programs, conferences, invited lectures, seminars, grand rounds, and at the bedside. Candidate teaching materials should be well organized, current, and stimulating.

2. ***Documented excellence in counseling and mentoring medical students and house-staff.***

Describe how faculty exemplifies the qualities for a clinical role model and mentor.

3. ***The faculty should be a senior physician or health scientist who has demonstrated professional competence in a position of great responsibility, and who is nationally recognized for clinical or scholarly activities.***

State position(s) of responsibility (leadership within the hospital, local community, and/or professional societies). Describe candidate's professional competence and national reputation.

4. ***Scholarly productivity is required for promotion to this rank.***

Include total number of publications since last promotion. Publications include peer-reviewed publications, text books/chapters, curricula, clinical issues descriptions, AV modules, e-publications.

5. ***Service contributions to the University or hospital will also be given positive consideration.***

Describe service contributions to schools, industry, government agencies, general medical community, general public, and leading roles in medical service organizations.

6. ***External letters are required: 2 names from candidate and 3 from department. All letters are external to Brown at the rank of professor. Letters should comment on reputation.***

Comment on quality of external letters and include quotations. Explain negative comments.

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CANDIDATE SUMMARY REVIEW

Year: **2009/2010**

To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XX recommends that **XX, MD**, be promoted to **Associate Professor of XX (Clinical)** in the **Clinician Educator Track** effective July 1, 2010 for a five-year term. Dr. XX joined the medical faculty in XX as an XX. He/she is XX at XX, a position he/she has held since XX. The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Associate Professor (Clinical)**:

1. ***The faculty has substantial involvement and is recognized as an outstanding teacher by students and/or trainees. For the clinician educator track a minimum of 200 hours documented teaching per year are required.***

Include teaching awards and summary of teaching evaluations. Teaching includes medical courses, clinical rotations, residency programs, conferences, invited lectures, seminars, grand rounds, and at the bedside. Candidate teaching materials should be well organized, current, and stimulating.

2. ***The faculty contributes to a clinical service or contributes to a clinical research program and the program has acquired peer recognition because of the faculty's contributions.***

Illustrate how the candidate has contributed to a service or research program and how the program and benefited from the candidate's involvement.

3. ***The faculty has leadership participation in professional societies of his/her discipline.***

Describe how, and to what extent, the candidate is involved with regional and national organizations.

4. ***Faculty has demonstrated scholarly productivity.***

Publications are not required but desirable. Scholarly activities include publications, curriculum development, new courses, electives, or syllabi, and teaching workshops.

5. ***Other contributions will be given positive consideration.***

Describe relevant service contributions to schools, industry, government agencies, general medical community, general public, and leading roles in medical service organizations.

6. ***External letters are required: 2 names from candidate and 3 from department. All letters are external to the Department with 2 external to Brown; all are from associate or full professors.***

Comment on quality of external letters and include quotations. Explain negative comments.

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To: Committee on Medical Faculty Appointments

From: Michele Cyr, MD, FACP Associate Dean for Academic Affairs

The Department of XXX recommends that **XX, MD**, be promoted to **Professor of XX (Clinical)** in the **Clinician Educator Track** effective July 1, 2010 for a five-year term. Dr. XX joined the medical faculty in XX as an XX. He/She is XX at XX, a position he/she has held since XX. The Department's Promotion Committee voted () for promotion.

The following are the criteria for **Professor (Clinical)**:

- 1. The faculty is recognized as an excellent teacher by students and/or trainees. For the clinician educator track a minimum of 200 hours documented teaching per year are required.***

Include teaching awards and summary of teaching evaluations. Teaching includes medical courses, clinical rotations, residency programs, conferences, invited lectures, seminars, grand rounds, and at the bedside. Candidate teaching materials should be well organized, current, and stimulating.

- 2. Sustained scholarly productivity, including peer-reviewed publications, is required for promotion to this rank.***

Include total number of publications since last promotion. Publications include peer-reviewed publications, text books/chapters, curricula, clinical issues descriptions, AV modules, e-publications.

- 3. The faculty has attained a national reputation through leadership and participation in the professional societies of his/her peers.***

State how candidate demonstrates national reputation: significant role in multi-institutional studies, presentations at national meetings, service on editorial boards, visiting professorships, meaningful service to national professional organizations or national certifying boards.

- 4. Other contributions will be given positive consideration.***

Describe relevant service contributions to schools, industry, government agencies, general medical community, general public, and leading roles in medical service organizations.

- 5. External letters are required: 2 names from candidate and 3 from committee. All letters are external to Brown at the rank of professor. Letters should comment on the quality of teaching.***

Comment on quality of external letters and include quotations. Explain negative comments.

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