

## **Guide for Candidate Review**

This track specific series of questions was designed as a resource primarily for evaluating a candidate for promotion; however, it can also be used to evaluate a candidate for reappointment and to assess his/her progress toward achieving promotion goals. The weight of the individual categories will vary depending on the requirement of the candidate's track, on the achievements of the candidate, and on the informed judgment of the evaluator. Please note that the category of "administration" will not be applicable in the majority of cases, "clinical activity" will not be applicable in basic science tenure reviews, and teaching in the research track must fall within the limits set by University policy.

Resources: See Faculty Affairs and Professional Development website [www.med.upenn.edu/fapd](http://www.med.upenn.edu/fapd) for SOM COAP Guidelines, Handbook for Faculty and Academic Administrators, SOM policies and procedures.

***Promotion to Associate Professor with tenure***

**Research and scholarship:**

- Has the candidate made a significant contribution to his/her field?
- Does the candidate have a national reputation for outstanding independent work in his/her field?
- Does this candidate have a record of sustained, outstanding scholarship demonstrated through publications in peer-reviewed, high quality journals?
- Does the candidate have independent research grant support?
- Does the candidate have a record of invited lectureships, presentations at national/international meetings?
- Is the candidate a member of prominent research societies in his/her field?

**Teaching:**

- Does the candidate make an important contribution to the teaching mission of the department of the department, school, university?
- Does the candidate have a record of excellence in teaching medical and graduate students?
- Is the candidate an effective mentor?

**Clinical activity (quality and quantity):**

- Has the candidate established a record of excellent clinical practice?
- Is the candidate clinically productive?

**Administration:**

- Has the candidate demonstrated leadership in his/her role: e.g., manages effectively, sets and communicates goals, promotes productive environment?

**Service to the community/Citizenship (department, school, university):**

- Does the candidate serve on any department, school or university committee? Has he/she taken on any other leadership role in the department, school or university?
- Does the candidate have a leadership position in any national societies?
- Does the candidate have any editorial positions?

***Does the presence of this candidate on the faculty enhance the prestige of the University of Pennsylvania?***

## ***Promotion to Associate Professor--Clinician-Educator***

### **Research and scholarship:**

- Has the candidate made distinctive, significant contributions to his/her field?
- Has the candidate generated new knowledge in his/her field and/or assumed a leadership role in the application of new knowledge in clinical practice?
- Does the candidate show promise of future achievement?
- Does this candidate have a record of academic productivity, as measured by original papers, reviews, chapters, editorials, and letters?
- Does the candidate have grant support?
- Does the candidate have a record of invited lectureships, presentations at regional/national/international meetings?

### **Teaching:**

- Does the candidate make an important contribution to the teaching mission of the department of the department, school, university?
- Does the candidate have a record of excellence in teaching in the SOM/UPHS? Teaching awards?
- Is the candidate an effective mentor?

### **Clinical activity (quality and quantity):**

- Does the candidate have a local and regional (may be national) reputation as an outstanding clinician in his/her area of expertise? Any innovations in the delivery of care, quality improvement initiatives, large referral base?
- Is the candidate clinically productive?

### **Administration:**

- Has the candidate demonstrated leadership in his/her role: e.g., manages effectively, sets and communicates goals, promotes productive environment?

### **Service to the community/Citizenship (department, school, university):**

- Does the candidate serve on any department, school or university committee? Has he/she taken on any other leadership role in the department, school or university?
- Does the candidate have a leadership position in any national societies?
- Does the candidate have any editorial positions?

***Does the presence of this candidate on the faculty enhance the prestige of the University of Pennsylvania?***

***Promotion to Research Associate Professor***

**Research and scholarship:**

- Has the candidate generated collaborative or independent research of high quality with a distinctive, original and expert intellectual contribution?
- Does this candidate have a record of sustained, outstanding scholarship demonstrated through publications in peer-reviewed, high quality journals?
- Does the candidate have grant support?
- Does the candidate have a record of invited lectureships, presentations at regional/national/international meetings?

**Administration:**

- Has the candidate demonstrated leadership in his/her role: e.g., manages effectively, sets and communicates goals, promotes productive environment?

**Service to the community/Citizenship (department, school, university):**

- Does the candidate serve on any department, school or university committee? Has he/she taken on any other leadership role in the department, school or university?
- Does the candidate have a leadership position in any national societies?
- Does the candidate have any editorial positions?

***Does the presence of this candidate on the faculty enhance the prestige of the University of Pennsylvania?***

***Promotion to Associate Professor—Academic Clinician***

**Teaching:**

- Does the candidate make an important contribution to the teaching mission of the department of the department, school, university?
- Does the candidate have a record of superior performance in teaching in the SOM/UPHS? Teaching awards?
- Is the candidate an effective mentor?

**Clinical activity (quality and quantity):**

- Does the candidate have a record of superior performance as a clinician in his/her area of expertise? Any innovations in the delivery of care, quality improvement initiatives? (Regional reputation or recognition are desirable but are not an absolute requirement for promotion.)
- Is the candidate clinically productive?

**Administration:**

- Has the candidate demonstrated leadership in his/her role: e.g., manages effectively, sets and communicates goals, promotes productive environment?

**Service to the community/Citizenship (department, school, university):**

- Does the candidate serve on any department, school, UPHS or university committee? Has he/she taken on any other leadership role in the department, school, UPHS or university?