

# Laying the Groundwork for a Successful Career

*Important considerations for researchers related to the faculty promotion process*

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February 8, 2016



Atlanta Clinical  
& Translational  
Science Institute



Children's<sup>SM</sup>  
Healthcare of Atlanta



EMORY  
UNIVERSITY

# Discussants

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- **Kathy Griendling, PhD** – Professor of Medicine, (Cardiology), Associate Dean, SOM Faculty Affairs
- **Nitika Gupta, MD** – Associate Professor of Pediatrics (GI)
- **Jesse Jacob, MD, MSc** – Associate Professor of Medicine (ID)
- **Clint Joiner, MD, PhD** – Professor of Pediatrics (Aflac)
- **Shannon Meeks, MD** – Associate Professor of Pediatrics (Aflac)

# Outline

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- 1. Brief overview of the promotion process**
- 2. The components of the promotion packet**
  - 1. Scholarship**
  - 2. Teaching**
  - 3. Service**
- 3. Lessons learned and guidance**
- 4. Discussion**

# Brief Overview

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- Promotion Process is unit specific
- Today we will briefly outline process flow for two different Emory School of Medicine Departments

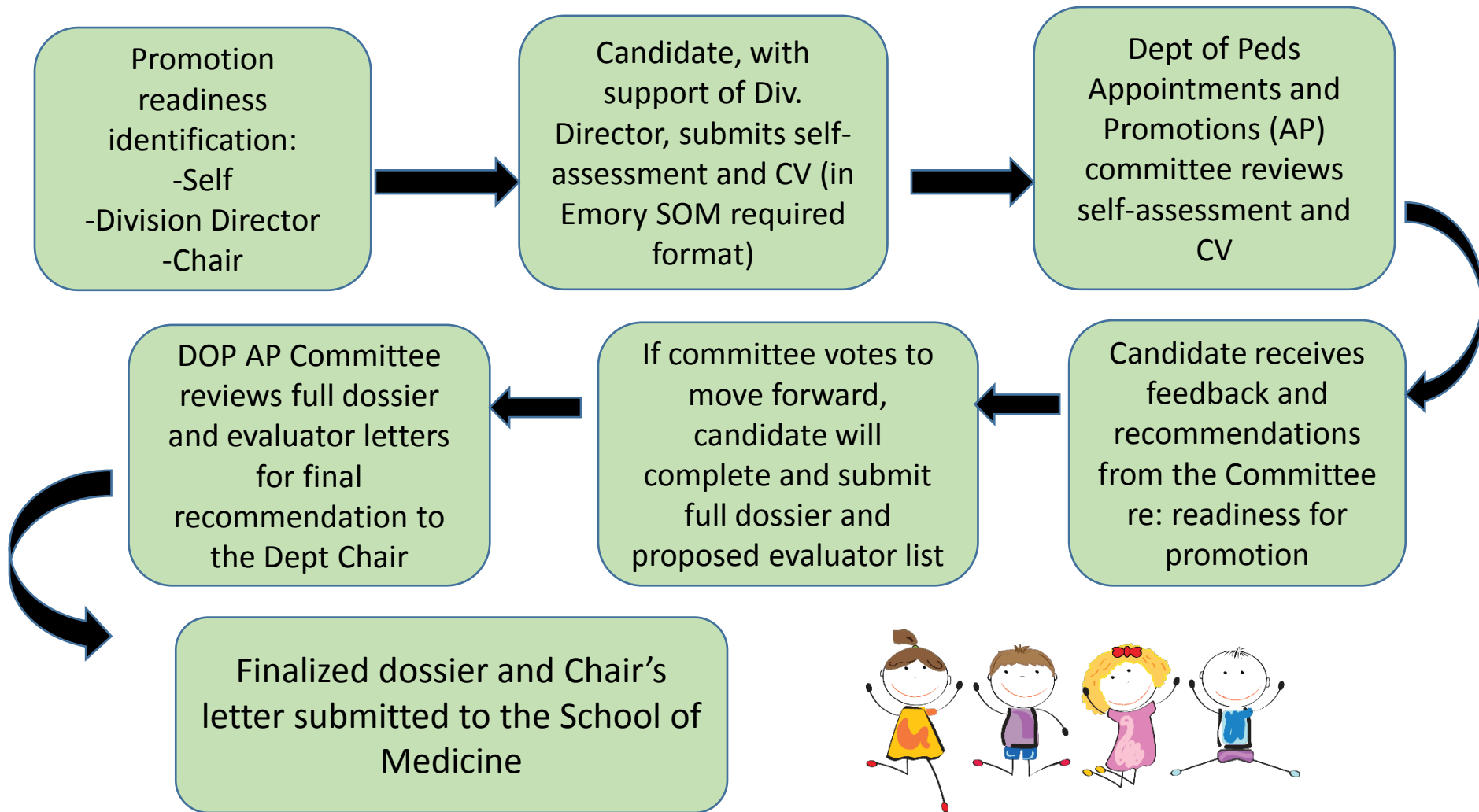
## 1. Dept of Pediatrics



## 2. Dept of Medicine

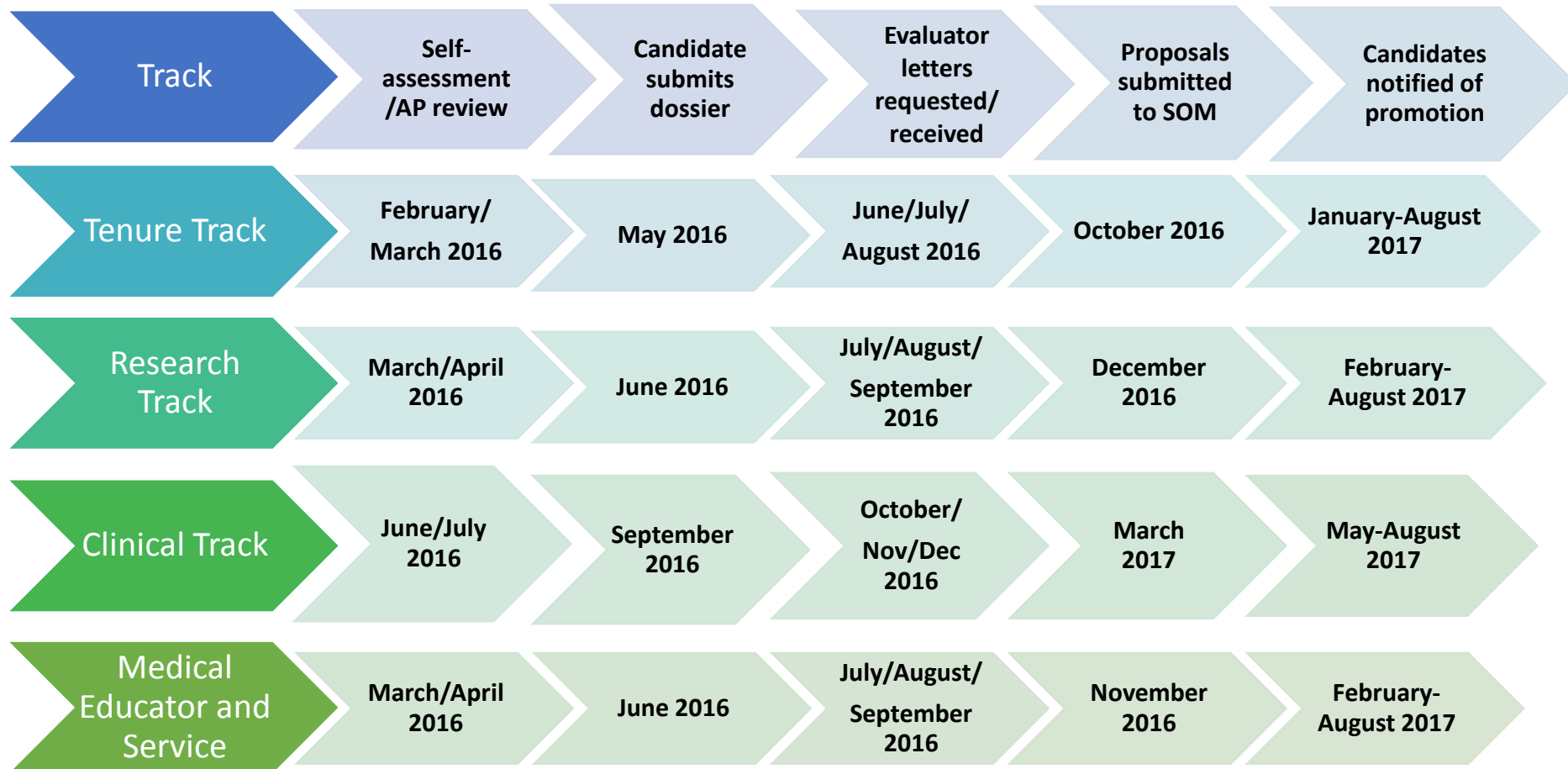


# Dept of Pediatrics Internal Promotion Readiness Review Process



The full process, from submission of self-assessment to final review and notification of promotion approval from the SOM/Dean's Office, may take up to 18 months

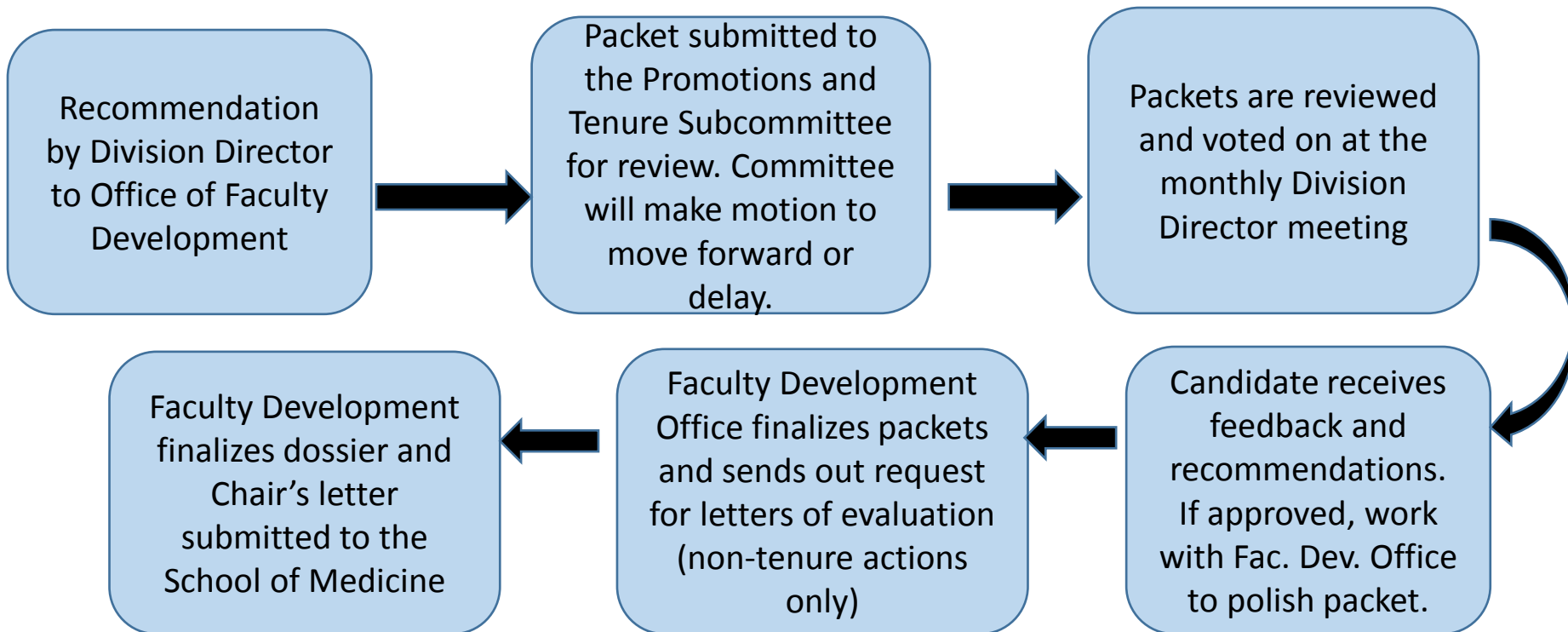
# Department of Pediatrics and SOM General Timelines



Current track specific deadlines and documents can be found:

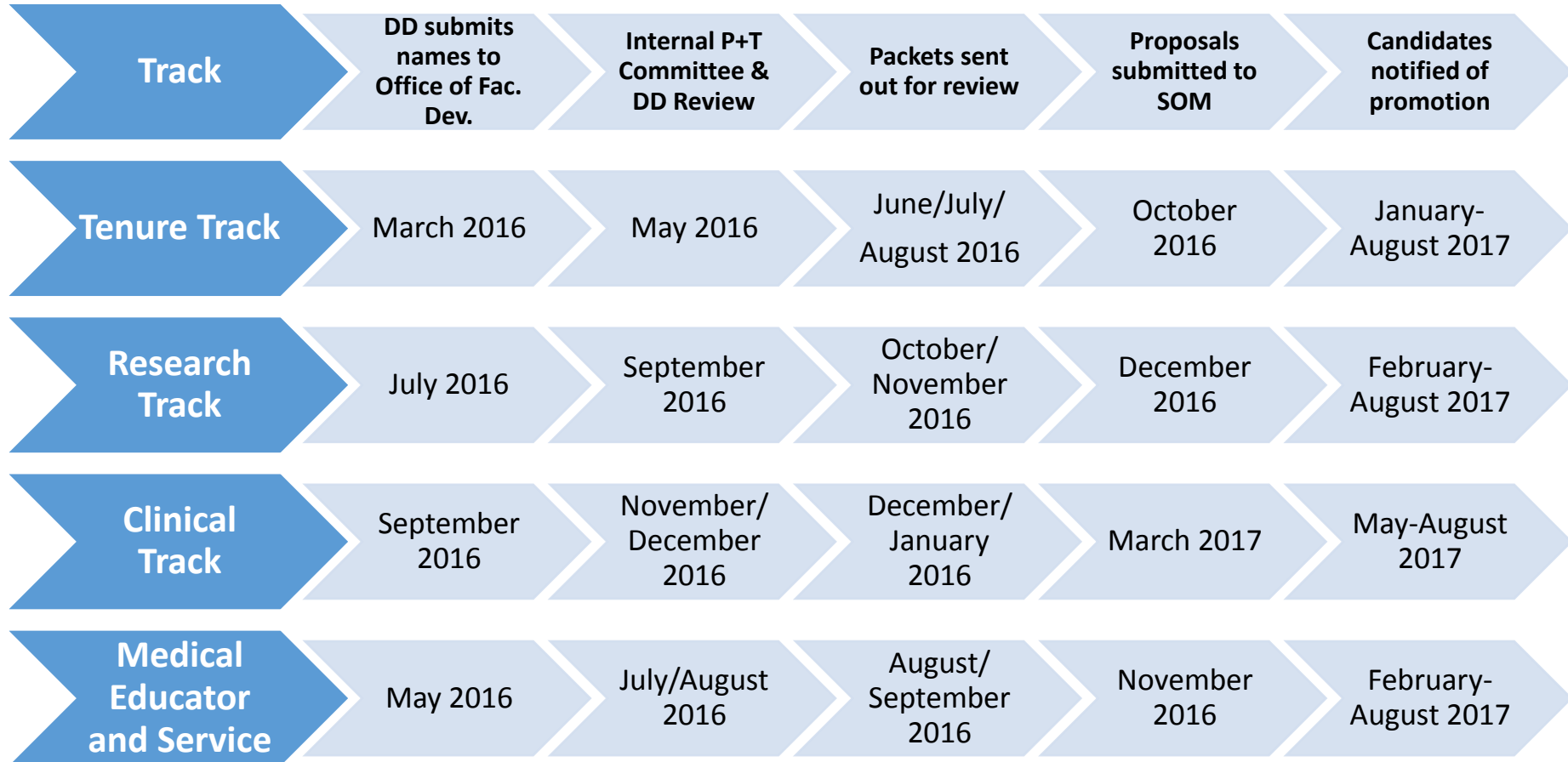
<http://www.pediatrics.emory.edu/resources/development/promotion/index.html>

## ***Dept. of Medicine Internal Promotion Process***



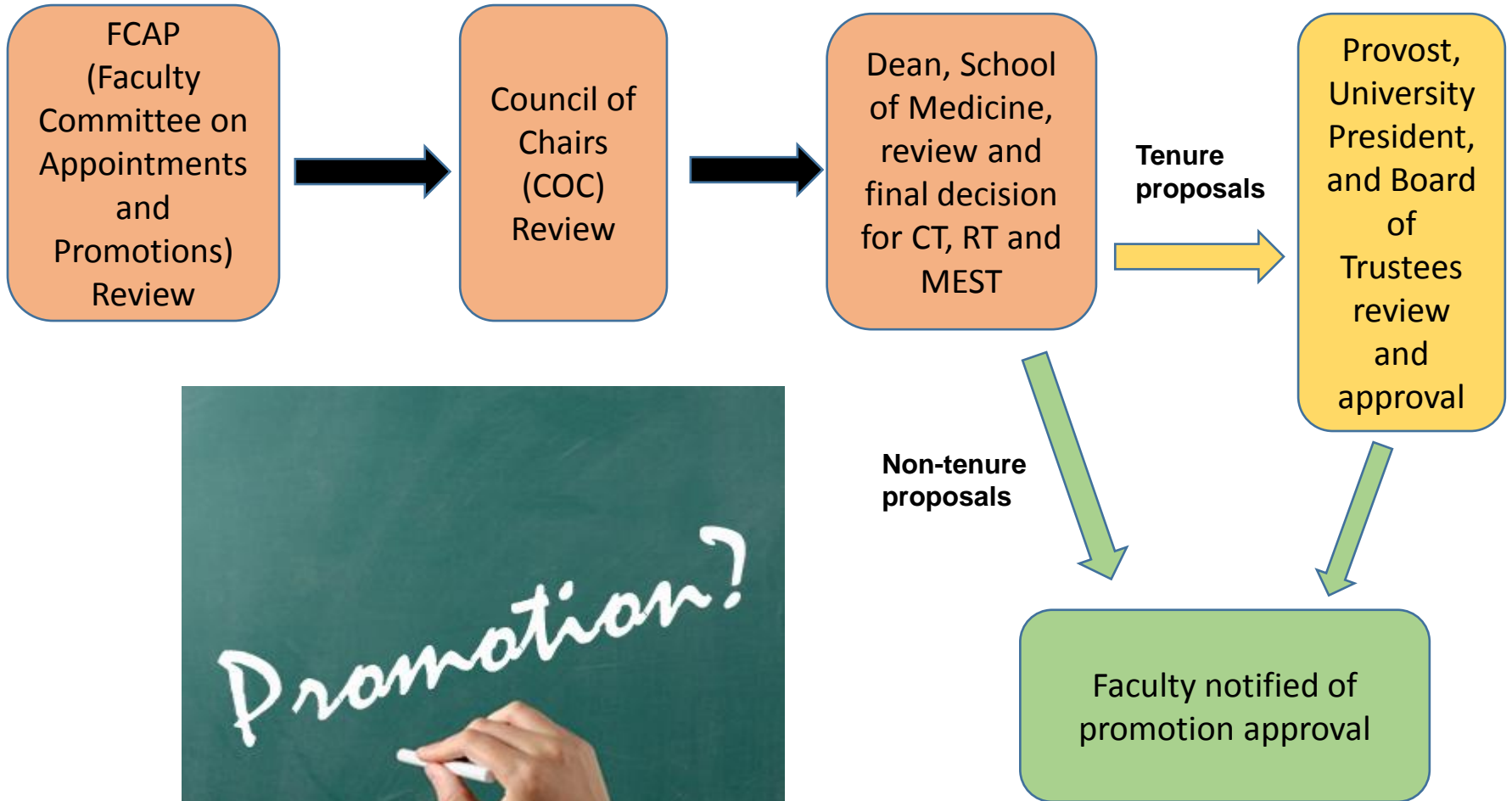
The full process, from submission of self-assessment to final review and notification of promotion approval from the SOM/Dean's Office, may take up to 18 months

# ***Department of Medicine and SOM General Timelines***





# *School of Medicine/University Review Process*



# For Promotion to Associate Prof or Prof

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**Scholarship**

**Teaching**

**Service**

# Scholarship

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- “Accretion of knowledge using laboratory, clinical, educational or other research tools”
- Publications in refereed journals and funding awards are the primary evidence of scholarship



# Teaching

- Teaching portfolio



Case Management Conference at RIH



- Awards and evaluations

**TEACHER EVALUATION**

PROFESSOR'S NAME (LAST):

PROFESSOR NAME'S (FIRST):

COURSE TITLE:

QUARTER:

YEAR:

Read the following statements and check the box that best reflects your opinion of the statement.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
The professor is well prepared and organized.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The professor successfully communicates the ideas of importance to the course.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The professor is receptive to discussion in class and supplies adequate answers and explanations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

# Service

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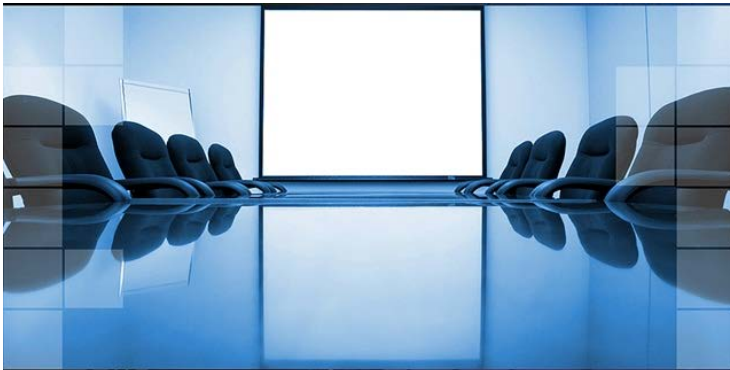
- **Citizenship service**

- **What** does this mean?
- **How** does one go about this?
- **Who** can help me with this?



- **Clinical service** –

- recognized by national/international peers as an expert in your field
- development of unique clinical program(s)
- attracting patients from beyond the local/regional area



# The Process Begins at Hire!

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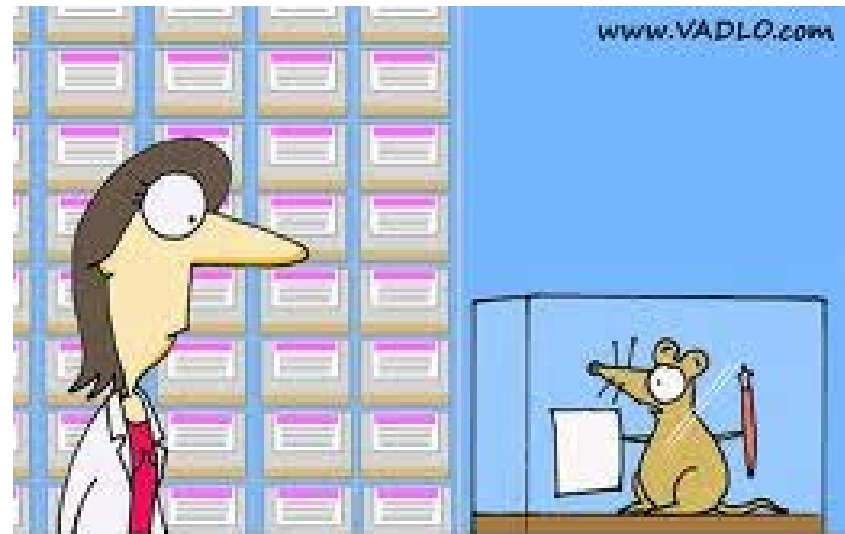
# Your CV

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- Chronicle of academic progress
- Standard format - includes sections to specifically capture activities and accomplishments in **service, teaching, and scholarship** to establish promotion criteria have been met.
- [http://med.emory.edu/administration/faculty\\_affairs\\_dev/documents/cv.html](http://med.emory.edu/administration/faculty_affairs_dev/documents/cv.html)
- Details, details, details

# Networking and Thinking about Internal and External Evaluators

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"If your PI doesn't give you a reference letter,  
I can write one for you!"



# What works and what doesn't work

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- Highlights and best practices
- Points of successes and failures



# Advice and Guidance

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# Appendix Materials

# The Faculty Promotion Process - Overview

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## **School of Medicine:**

[http://med.emory.edu/administration/faculty\\_affairs\\_development/index.html](http://med.emory.edu/administration/faculty_affairs_development/index.html)

## **Dept of Pediatrics:**

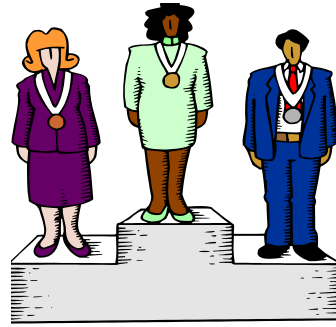
<http://www.pediatrics.emory.edu/resources/development/promotion/index.html>

*Important DOP Contacts:*

<http://www.pediatrics.emory.edu/resources/development/index.html>

## **Dept of Medicine:**

<http://medicine.emory.edu/faculty-and-staff/faculty/index.html>



## SOM Ratings for Promotion

- Very good
  - Ongoing contributions and recognition at local and/or institutional levels
  
- Excellent
  - Ongoing contributions and recognition at state and/or regional levels
  
- Outstanding
  - Ongoing contributions and recognition at national and/or international levels



## Commonly Proposed Ratings by Track

Track	Tenure	Research	Clinical	M E S
All Tracks (except RT) – Professor MUST rate Outstanding in one criteria and Excellent in one criteria				
<i>Criteria</i>				
<b>Scholarship</b>	<b>Outstanding</b> (usually)  If not Outstanding – MUST rate outstanding in teaching or service and excellent in one of the other categories	<b>Outstanding</b> (required)	Very good or excellent	<b>Participation Associate Professor</b>  <b>Substantial Participation Professor</b>
<b>Teaching</b>	Very good or Excellent		Outstanding  <b>OR</b>	<b>Excellent Associate Professor</b>  <b>Outstanding Professor</b> <b>OR</b>
<b>Service</b>	Very good or excellent		<b>Outstanding</b> (usually)	<b>Excellent Associate Professor</b>  <b>Outstanding Professor</b>