



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR APPOINTMENT TO THE RANK OF

ASSOCIATE PROFESSOR

The following criteria must ordinarily be met for appointment or promotion to the rank of Associate Professor:

- A minimum of five years of continuous and productive accomplishment as an Assistant Professor at the University, or the equivalent,
- Collegiality and participation as a citizen of the University and the College,
- Contributions in the area of service to the College or University, their profession and/or the community,
- Board or professional certification in their specialty, if applicable, or equivalent,
- Supportive letters of review from appropriately qualified individuals at other institutions in the faculty member's field who can document their standing and reputation and assess their qualifications, professionalism, and scholarly accomplishments. Such reviewers should be of an academic rank, which is equal or greater than the one proposed for the nominee. The reviewers should also disclose any potential conflicts of interest in providing an unbiased review, including information about whether they have previously worked with, trained with, or taught the candidate and, if so, where and for how long, or if they are personally or socially related to the candidate, and
- Submission of up to five representative reprints of the candidate's scholarly publications or works.
- The pathway-specific criteria, outlined separately.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR APPOINTMENT OR PROMOTION TO THE RANK OF

ASSOCIATE PROFESSOR – TENURE-EARNING PATHWAY

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Assistant Professor at the University, or the equivalent,
- Collegiality and participation as a citizen of the University and the College,
- Contributions in the area of service to the College or University, their profession and/or the community,
- Board or professional certification in their specialty, if applicable, or equivalent,
- Submission of up to five representative reprints of the candidate's scholarly publications or works,
- Establishment of a reputation, within both the College and the larger academic community as an authority in their chosen field, either as an original investigator, an outstanding teacher, or a superb clinician. This may be evidenced by documenting achievements and by at least five independent external letters of review,
- Acknowledged record of accomplishment in classroom, laboratory, or clinical teaching as demonstrated by student and faculty evaluations in a quantitative format with comparison with the departmental and Office of Education benchmarks, and
- Demonstration of a focused program of independent or collaborative research/creative work supported by a consistent record of publications of high quality in major journals in the faculty member's field of endeavor, or their equivalent. The record should be sufficient to predict, with a high degree of confidence, continuing productivity in research/creative work throughout the individual's career.

Recommendations for appointment or promotion to this rank are reviewed by both Department and College Appointment, Promotion and Tenure Committees. In order to assess whether an individual's contributions meet the above criteria, the quality of their achievement in the activities shown on the reverse side of this page are considered. Meaningful letters from independent reviewers that address these criteria and document the candidate's professional standing and reputation within the larger academic community provide invaluable input to these deliberations.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR APPOINTMENT OR PROMOTION TO THE RANK OF

ASSOCIATE PROFESSOR - CLINICIAN EDUCATOR PATHWAY

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Assistant Professor at the University, or the equivalent,
- Collegiality and participation as a citizen of the University and the College,
- Contributions in the area of service to the College or University, their profession and/or the community,
- Board or professional certification in their specialty, if applicable, or equivalent,
- Submission of up to five representative reprints of the candidate's scholarly publications or works,
- Establishment of a regional reputation as an authority in chosen field, either as an outstanding teacher or as a superb clinician, as evidenced by documented achievements and by at least three (3) independent external letters of review and up to two (2) letters attesting to performance in the College from colleagues at the College,
- Documentation of continuing effectiveness and outstanding accomplishment as a teacher and clinician, together with a minimum of satisfactory achievement in scholarly activity, and
- Recognition of superior clinical accomplishment, as evidenced by having established a regional practice referral base and/or being sought out for consultation by colleagues and/or holding leadership office in a professional or learned society and/or holding a leadership role in a hospital or health care organization and/or serving as an examiner for a recognized Specialty Board and/or the demonstration of an equivalent level of skill and qualification in other related areas.

Recommendations for appointment or promotion to this rank are reviewed by both Department and College Appointment, Promotion and Tenure Committees. In order to assess whether an individual's contributions meet the above criteria, the quality of their achievement in the activities shown on the reverse side of this page are considered. Meaningful letters from independent reviewers that address these criteria and document the candidate's professional standing and reputation within the larger academic community provide invaluable input to these deliberations.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR APPOINTMENT OR PROMOTION TO THE RANK OF

ASSOCIATE PROFESSOR – SCIENTIST EDUCATOR PATHWAY

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Assistant Professor at the University, or the equivalent.
- Collegiality and participation as a citizen of the University and the College.
- Contributions in the area of service to the College or University, their profession and/or the community.
- Board or professional certification in their specialty, if applicable, or equivalent.
- Submission of up to five representative reprints of the candidate's scholarly publications or works,
- Establishment of a regional reputation as an educational authority in a basic science or related discipline as an outstanding teacher, as evidenced by student and faculty peer comparative evaluations and documented achievements, and by at least three (3) independent external letters of review and up to two (2) letters attesting to performance in the College from colleagues at the College and University.
- Documentation of continuing effectiveness and outstanding accomplishment as a teacher, together with a minimum of strong achievement in scholarly activity.
- Recognition of outstanding educational accomplishment, as evidenced by having established a national reputation through peer reviewed educational publications, creative works, educational grant awards, being sought out for educational consultation by colleagues, membership in the teaching academy, and/or holding leadership office in a professional or learned society and/or serving as a contributor for test item writing for the National Board of Medical Examiners in related disciplines and/or the demonstration of an equivalent level of skill and qualification in other related areas.

Recommendations for appointment or promotion to this rank are reviewed by both Department and College Appointment, Promotion and Tenure Committees. In order to assess whether an individual's contributions meet the above criteria, the quality of their achievement in the activities shown on the reverse side of this page are considered. Meaningful letters from independent reviewers that address these criteria and document the candidate's professional standing and reputation within the larger academic community provide invaluable input to these deliberations.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR APPOINTMENT OR PROMOTION TO THE RANK OF

ASSOCIATE PROFESSOR

RESEARCH SCIENTIST PATHWAY

COLLABORATIVE RESEARCH SCIENTIST PATHWAY

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Assistant Professor at the University, or the equivalent,
- Collegiality and participation as a citizen of the University and the College,
- Contributions in the area of service to the College or University, their profession and/or the community,
- Board or professional certification in their specialty, if applicable, or equivalent,
- Submission of up to five representative reprints of the candidate's scholarly publications or works,
- Establishment of a reputation as an authority in the individual's chosen field as an independent or collaborative investigator with a focused or collaborative area of independent research accomplishment, and by at least five independent external letters of review, and
- Demonstration of outstanding accomplishment in research and scholarly activity including the demonstration of independent extramural funding or collaborative extramural funding as a principal investigator or collaborative co-investigator.

Recommendations for appointment or promotion to this rank are reviewed by both Department and College Appointment, Promotion and Tenure Committees. In order to assess whether an individual's contributions meet the above criteria, the quality of their achievement in the activities shown on the reverse side of this page are considered. Meaningful letters from independent reviewers that address these criteria and document the candidate's professional standing and reputation within the larger academic community provide invaluable input to these deliberations.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR APPOINTMENT TO THE RANK OF

PROFESSOR

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Associate Professor at the University, or the equivalent,
- Collegiality and participation as a citizen of the University and the College,
- Contributions in the area of service to the College or University, their profession and/or the community,
- Board or professional certification in their specialty, if applicable, or equivalent,
- Supportive independent letters of review from appropriately qualified individuals at other institutions in the faculty member's field who can document their standing and reputation and assess their qualifications, professionalism, and scholarly accomplishments. Such reviewers should be of an academic rank, which is equal or greater than the one proposed for the nominee. The reviewers should also disclose any potential conflicts of interest in providing an unbiased review, including information about whether they have previously worked with, trained with, or taught the candidate and, if so, where and for how long, or if they are personally or socially related to the candidate, and
- Submission of five representative reprints of the candidate's scholarly publications or works.
- The pathway-specific criteria, outlined separately.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE
CRITERIA FOR APPOINTMENT OR PROMOTION TO THE RANK OF
PROFESSOR - TENURE-EARNING PATHWAY

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Associate Professor at the University, or the equivalent,
- Collegiality and participation as a citizen of the University and the College,
- Contributions in the area of service to the College or University, their profession and/or the community,
- Board or professional certification in their specialty, if applicable, or equivalent,
- Submission of five representative reprints of the candidate's scholarly publications or works,
- National or international recognition for excellence and accomplishment in their chosen academic field. This may be evidenced by documenting achievements and by at least five (5) independent external letters of review,
- A record of accomplishment in classroom, laboratory, or clinical teaching that must be demonstrated by student and faculty evaluations, and
- An established record of productive research/creative work of national or international visibility, supported by a consistent record of substantial publications in peer-reviewed journals and/or textbooks, or their equivalent. The record should predict continuing high quality productivity in research/creative work throughout the individual's career.

Recommendations for appointment or promotion to this rank are reviewed by both Department and College Appointment, Promotion and Tenure Committees. In order to assess whether an individual's contributions meet the above criteria, the quality of their achievement in the activities shown on the reverse side of this page are considered. Meaningful letters from independent reviewers that address these criteria and document the candidate's professional standing and reputation within the larger academic community provide invaluable input to these deliberations.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE
CRITERIA FOR APPOINTMENT OR PROMOTION TO THE RANK OF
PROFESSOR - CLINICIAN EDUCATOR PATHWAY

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Associate Professor at the University, or the equivalent,
- Collegiality and participation as a citizen of the University and the College,
- Contributions in the area of service to the College or University, their profession and/or the community,
- Board or professional certification in their specialty, if applicable, or equivalent,
- National recognition for excellence and accomplishment in chosen academic field, either as an outstanding teacher or as a superb clinician, or the demonstration of an equivalent recognition in the academic community for outstanding accomplishments within their discipline, as evidenced by documenting achievements and by at least five (5) independent external letters of review. Up to three (3) additional letters of review attesting to performance in the College may be requested from colleagues at the College,
- Submission of five representative reprints of the candidate's scholarly publications or works,
- Documentation of continuing effectiveness and accomplishment as a clinical teacher, together with satisfactory achievement in scholarly activity as evidenced by the publication of original articles or reviews in professional publications, or a lifetime of achievement in their chosen professional field, and
- Recognition as an outstanding clinician as evidenced by a state-wide pattern of clinical referrals and/or a national reputation for clinical excellence and/or holding leadership office in professional or learned societies at the state or national level and/or evidence of equivalent recognition of extraordinary clinical skill and effectiveness.

Recommendations for appointment or promotion to this rank are reviewed by both Department and College Appointment, Promotion and Tenure Committees. In order to assess whether an individual's contributions meet the above criteria, the quality of their achievement in the activities shown on the reverse side of this page are considered. Meaningful letters from independent reviewers that address these criteria and document the candidate's professional standing and reputation within the larger academic community provide invaluable input to these deliberations.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR APPOINTMENT OR PROMOTION TO THE RANK OF

PROFESSOR - SCIENTIST EDUCATOR PATHWAY

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Associate Professor at the University, or the equivalent.
- Collegiality and participation as a citizen of the University and the College.
- Contributions in the area of service to the College or University, their profession and/or the community.
- Board or professional certification in their specialty, if applicable, or equivalent.
- Submission of five representative reprints of the candidate's scholarly publications or works.
- Establishment of a regional reputation as an educational authority in a basic science or related discipline as an outstanding teacher, as evidenced by student and faculty peer comparative evaluations and documented achievements, and by at least three (3) independent external letters of review and up to two (2) letters attesting to performance in the College from colleagues at the College and University.
- Documentation of continuing effectiveness and outstanding accomplishment as a teacher, together with a minimum of strong achievement in scholarly activity.
- Recognition of outstanding educational accomplishment, as evidenced by having established a national reputation through peer reviewed educational publications, creative works, educational grant awards, and being sought out for educational consultation by colleagues, membership in the teaching academy, and/or holding leadership in a professional or learned society, and/or serving as a contributor for test item writing for the National Board of Medical Examiners in related disciplines and/or the demonstration of an equivalent level of skill and qualification in other related areas.

Recommendations for appointment or promotion to this rank are reviewed by both Department and College Appointment, Promotion and Tenure Committees. In order to assess whether an individual's contributions meet the above criteria, the quality of their achievement in the activities shown on the reverse side of this page are considered. Meaningful letters from independent reviewers that address these criteria and document the candidate's professional standing and reputation within the larger academic community provide invaluable input to these deliberations.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR APPOINTMENT OR PROMOTION TO THE RANK OF

PROFESSOR

RESEARCH SCIENTIST PATHWAY

COLLABORATIVE RESEARCH SCIENTIST PATHWAY

The following criteria must ordinarily be met for appointment or promotion to this rank:

- A minimum of five years of continuous and productive accomplishment as an Associate Professor at the University, or the equivalent,
- Collegiality and participation as a citizen of the University and the College,
- Contributions in the area of service to the College or University, their profession and/or the community,
- Board or professional certification in their specialty, if applicable, or equivalent,
- Submission of five representative reprints of the candidate's scholarly publications or works,
- Establishment of a reputation as an authority in the individual's chosen field as an original or collaborative investigator with a focused or collaborative area of independent research accomplishment, and by at least five independent external letters of review, and
- Demonstration of outstanding accomplishment in research and scholarly activity including the demonstration of independent extramural funding or collaborative extramural funding as a principal investigator or collaborative co-investigator.

Recommendations for appointment or promotion to this rank are reviewed by both Department and College Appointment, Promotion and Tenure Committees. In order to assess whether an individual's contributions meet the above criteria, the quality of their achievement in the activities shown on the reverse side of this page are considered. Meaningful letters from independent reviewers that address these criteria and document the candidate's professional standing and reputation within the larger academic community provide invaluable input to these deliberations.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR TENURE

The granting of tenure is based on a consistent record of achievement and contribution in teaching, scholarship and service that indicates that the individual is likely to contribute productively to the mission of the College during the remainder of his or her career. Because the decision projects lifetime performance from the first years of a faculty member's career, tenure is awarded only as a result of careful assessment over a period of time sufficient to judge the faculty member's documented accomplishments, ability, and future productivity.

The minimum standard for tenure involves documented evidence of outstanding performance in either teaching (classroom, laboratory or clinical) or research/creative activity, with strong performance in the other, together with satisfactory achievement in professional, public, or clinical service and evidence of collegiality and participation as a citizen of the University and College. The specific criteria that must be met for the award of tenure are as follows:

- **Teaching:** The candidate must be an effective teacher, whether at the departmental or discipline level. Effective teaching requires a thorough knowledge of the subject, the ability to present material in a clear fashion, and the ability to work with, motivate, and serve as a positive role model for students. Evaluations of the candidate's teaching by students, trainees, or resident physicians are a required part of the review.
- **Research/Creative Activity:** The candidate must have established an independent program of research/creative activity which adds substantively to the body of knowledge within the discipline, as evidenced through peer-reviewed publications in nationally recognized journals, awards of competitive grants, and invited national or international presentations. The candidate's contributions must be judged against the national standards in their discipline, focusing on the significance of the work and the quality of the contribution made, rather than on the quantity of publications.
- **Service:** Candidates must have a record of service to the University, College, their profession, and/or the external community. Service must relate to the basic mission of the University and capitalize on the faculty member's professional expertise. The normal service activities associated with good citizenship are not usually evaluated as part of the tenure and promotion process.
- **Academic Needs:** Tenure primarily reflects recognition of a faculty member's importance to the future of the University. The awarding of tenure is based on consideration of the anticipated needs of the academic program for the foreseeable future, not just on the individual's professional accomplishments. A decision not to award tenure is not solely a judgment of professional or academic competence, as not all accomplishments meet the specific standards necessary for tenure, nor are all of those who meet such standards automatically fitted to serve the needs of the University's programs.



UNIVERSITY OF SOUTH FLORIDA COLLEGE OF MEDICINE

CRITERIA FOR TENURE OF TITLE

Clinician Educator: Tenure of Title may be awarded to a faculty member whose scope of duties for the College and USF Health are primarily clinical or patient care who, in the opinion of the College (a) has shown sustained excellence in scholarly activity, teaching and professional/collegiate service; (b) has achieved national recognition in their field by professional office, awards, and/or recognition in their discipline; (c) has demonstrated clinical work productivity by exceeding collegiate and national benchmarks for their discipline; and (d) who is judged capable of continuing such activity over the balance of his or her career. Tenure of title is only available to faculty members with the rank of associate professor or professor for clinician educators. Tenure of title shall require a minimum of seven (7) years of outstanding performance at this University College of Medicine for eligibility for consideration for recommendation in the customary format through the annual collegiate promotion and tenure process with documentation and criteria enumerated in Section 6 substantially the same as required for all faculty.

Scientist Educator: Tenure of Title may be awarded to a faculty member whose scope of duties for the College and USF Health are primarily educational with educational scholarship who, in the opinion of the College (a) has shown sustained excellence in scholarly activity, teaching and professional/collegiate service; (b) has achieved national recognition in their field by professional office, awards, and/or recognition in their discipline; (c) has demonstrated sustained excellence in student and peer teaching evaluations by exceeding collegiate benchmarks for their discipline; and (d) who is judged capable of continuing such activity over the balance of his or her career. Tenure of title is only available to faculty members with the rank of associate professor or professor for scientist educators. Tenure of title shall require a minimum of seven (7) years of outstanding performance at this University College of Medicine for eligibility for recommendation in the customary format through the annual collegiate promotion and tenure process with documentation and criteria enumerated in Section 6.2 and 6.3 in substantially the same manner as required for all faculty.

Research Scientist: Tenure of Title may be awarded to a faculty member whose scope of duties for the College and USF Health are primarily research and scholarly activities supported by extramural research funding who, in the opinion of the College (a) has shown sustained excellence in scholarly activity, research productivity, and professional/collegiate service; (b) has achieved national recognition in their field by professional office, research grant awards, and/or recognition in their discipline; (c) has demonstrated sustained excellence in research recognition through publication in peer reviewed journals and research grant support (d) who is judged capable of continuing such activity over the balance of his or her career. Tenure of title is only available to faculty members with the rank of associate professor or professor for research scientist. Tenure of title shall require a minimum of seven (7) years of outstanding performance at this University College of Medicine for eligibility for recommendation in the customary format through the annual collegiate promotion and tenure process with documentation and criteria enumerated in Section 6.2 and 6.3 in substantially the same manner as required for all faculty.