

The University of Mississippi Medical Center School of Medicine	SCHOOL OF MEDICINE	
SUBJECT: Criteria for Acquiring Tenure		

I. Procedure:

Part I - Basic Science Faculty:

Basic science faculty are expected to have accomplishments in Education (Teaching/Mentoring), Research/Scholarship, and Academic Service, Leadership or Administrative Service. Variations in the emphasis areas in education, research, and service are anticipated, even among faculty of one department. The majority of Basic Science faculty will focus strongly on research and will conduct education extensively. A minority of Basic Science faculty will focus strongly on education, and will participate in some research, which could include educational research. In some circumstances, tenure may be granted to a faculty member who provides an Academic Service, Leadership, or an Administrative Service for the Medical Center or School of Medicine.

A. Standards for Research/Scholarship:

Research and scholarship will be evaluated relative to the percent effort in this area, as listed on the candidate's portfolio.

1) Grants

Being a PI on a major extramural grant or Co-PI with clearly defined roles on two or more extramural grants (in-house grants do not substitute) provides evidence of research/scholarly activity. Externally funded grants that have been completed can also be considered evidence of research accomplishment.

2) Publications form the basis for evidencing scholarly research activity — manuscripts listed must be published or in press.

a. Peer-reviewed scientific articles (typically 1-3 per year) provide evidence of research activity - - - the candidate should have a significant number of first author or senior author papers.

b. Books or chapters in academic books count like peer-reviewed papers

3) Presentations at national/international meetings

4) Leadership role in professional societies devoted to research

5) Role in reviewing papers and grants for an external agency or journal

6) Invited lectures presented by the candidate

7) Awards recognizing research contributions

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8) Other

A. Standards for Education (Teaching/Mentoring)

From the information supplied, the APT Committee will estimate the involvement of a candidate in educational activities. The amount of involvement will be evaluated relative to the percent effort in education that a candidate reports in his/her portfolio.

- 1) Scholarship in education as reflected by publications in peer-reviewed journals, books, or chapters in books or by acquiring external funding for educational projects
- 2) Development of new educational materials including new curricula, programs or courses.
- 3) A role in reviewing manuscripts, grants, or programs in education for an external agency or journal and by acquiring educational grants.
- 4) Contact hours in lecturing to medical or dental students
- 5) Contact hours in lecturing to graduate students or medical residents
- 6) Contact hours in lecturing to undergraduate students in a health professional school (e.g., nursing or allied health)
- 7) Hours spent in teaching small groups and/or laboratory work to professional students
- 8) Hours spent in mentoring graduate students and postdoctoral fellows in research - - -
- also, specify the number of students for whom you are or have been the major professor.
- 9) Hours spent mentoring the research of students in other health programs (e.g., medical, dental or undergraduate students) - - - specify number and program in which the student is enrolled.
- 10) Hours spent in seminars/journal clubs and committees evaluating student presentations; specify the contact hours, course, program, and number of students.
- 11) State the hours spent in the administration of courses; specify the contact hours, courses, program, and number of students.

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12) Describe teaching packages, other instructional tools, or curriculum design that you have developed.

13) Awards for teaching

14) Other

(Chair is to submit an evaluation of the candidate's effectiveness as an educator.)

B. Standards for Academic Service, Leadership, or Administrative Service (other than education/research)

The effort that a candidate reports for his/her role in administrative work will be compared to the following standards.

1) Medical Center Committees - - - list the committees on which you have served and describe your role in terms of projects/sub-committees, frequency of meetings, and your responsibility for action items.

2) School Committees - - - list the committees on which you have served and describe your role in terms of projects/sub-committees, frequency of meetings, and your responsibility for action items.

3) Departmental Committees - - - list the committees on which you have served and describe your role in terms of projects/sub-committees, frequency of meetings, and your responsibility for action items.

4) Programs or special projects - - - this could include representation of the Medical Center, Medical School, or department at off-campus functions. Describe your role and time requirements.

5) Leadership roles in the Medical Center, Medical School, and/or department. Describe the function and estimate time requirements.

6) Other

(Chair is to submit an evaluation of the candidate's contributions to service.)