

East Tennessee State University
Department of Family Medicine
Quillen College of Medicine
(Revised September 2011)

Criteria for Awarding Tenure

(To be successful, the candidate must demonstrate excellence in two categories and good in one category)

To be awarded tenure, the individual must meet long-term staffing needs of the department and the institution and satisfy standards and criteria that follow:

Category	Percent Time Devoted	Evaluation Standard	Criteria <i>Successful candidates will be expected to meet multiple criterion listed, including all those followed by an asterisk (*)</i>
Research/Scholarly Activity <i>Gives evidence of emerging national recognition as an expert in his/her field.</i>	50% - \geq 80%	Excellent	<ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, excellent ratings (*) ▪ Publication of \geq 5 book chapters/monographs ▪ \geq15 publications in peer-refereed journals at least 7 as first author and at least 7 should be based on scholarly activity conducted at ETSU. Quality of publications will be weighed (i.e. fewer publications in high impact journals preferable to many in second or third tier journals). ▪ \geq15 peer reviewed scholarly presentations at national/international meetings (including residency and post doctoral period) ▪ \geq5 invited presentations to scientific meetings or other academic institutions ▪ At least 2 funded external research grants; PI on 1 major, currently active grant. ▪ Reviewer in 2 journals and 1 or more Federal Research Grant Agencies (e.g. NIH, HRSA), and/or member of national or federal peer review panel (NIH, VA,, AHA, etc.)
		Good	N/A -- It is unlikely that with a 50+ percent commitment to research, that other than an "excellent" evaluation would be acceptable. In the rare case that only a "good" rating is achieved, use the criteria for excellent under 20 percent time devoted.

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Research/ Scholarly Activity	20% - < 50%	Excellent	<ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, excellent ratings (*) ▪ ≥ 8 publications in peer reviewed journals and/or book chapters/monographs (at least 4 as first author), four or more of which should be based on scholarly activity conducted at ETSU. Quality of publications will be weighed (i.e. fewer publications in high impact journals preferable to many in second or third tier journals). ▪ Co-investigator (actual or de facto) on a major grant ▪ ≥ 3 invited and/or ≥ 8 other peer reviewed regional/national/international presentations (including presentations during the residency and post-doctoral period)
		Good	<ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, good ratings (*) ▪ ≥ 5 publications in peer reviewed journals and/or book chapters /monographs (at least 2 as first author), one or more should be based on scholarly activity conducted at ETSU ▪ ≥ 5 peer reviewed, scholarly presentations at regional/national/international professional meetings.(including presentations during the residency and post-doctoral period)
	10%- < 20%	Excellent	<ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, excellent ratings (*) ▪ ≥ 5 publications in peer reviewed journals and/or book chapters /monographs (at least 2 as first author), one or more should be based on scholarly activity conducted at ETSU ▪ ≥ 5 scholarly presentations at regional/national/international professional meetings or otherwise convincing evidence of emerging national recognition (including residency and post-doctoral period)
		Good	<ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, good to excellent ratings (*) ▪ ≥ 2 publications in peer reviewed journals and/or book chapters /monographs (at least 1 as first author), one or more should be based on scholarly activity conducted at ETSU ▪ ≥ 2 scholarly, peer reviewed presentations at regional/national/international professional meetings (including presentations during the residency and post-doctoral period)

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Teaching	N/A Attaining the standard of excellence in teaching is irrespective of the time commitment. With rare exception, a faculty member would not be assigned more than 80% time teaching allowing time for achievements in research/scholarly activity and service. (COM guidelines)	Excellent	<p style="text-align: center;"><i>Successful candidates will be expected to meet multiple criterion listed, including all those followed by an asterisk (*)</i></p> <ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, excellent ratings (*) ▪ Consistent learner (student, resident, etc.) evaluations in excellent category (*) ▪ Coordination or significant participation in at least 1 medical school course or 2 residency seminars, and/or lead presenter of a significant number (>10 per cent) of lectures in major course ▪ Recipient of teaching award ▪ Successful coordination of a residency training program, clerkship program, graduate or fellowship program, or other post graduate program. ▪ Active participation in curriculum planning and evidence of being viewed as making significant contribution to curriculum development, instructional design (i.e., electronic teaching/learning programs) and/or assessment of learners or educational programs. ▪ Ability to identify at least 5 "mentees" who identify individual as a major career influence ▪ Evidence of presentations or teaching outside the COM with positive evaluations. ▪ Beginning evidence of national involvement in curriculum design or evaluation of the educational process (teaching, curriculum, instructional materials) ▪ Development of highly rated CME programs. ▪ Excellent ratings in CME program presentations. ▪ Evidence of scholarly activity related to education ▪ Evidence of effort to improve teaching (i.e. faculty development programs) ▪ Successful peer reviewed presentations on educational topics at professional meetings or conferences. ▪ Significant contribution to 1 or more funded educational training grants.

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Teaching		Good	<ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, good to excellent ratings (*) ▪ Consistent learner (student, resident, etc.) evaluations in the good to excellent category (*) ▪ Recipient of teaching award(s) ▪ Instruction of at least 20 hours annually in residency conferences/workshops/seminars or medical student courses. ▪ Ability to identify at least two "mentees" who identifies individual as a major career influence ▪ Evidence of effort to improve teaching (i.e. faculty development programs) ▪ Good to excellent ratings in CME program presentations.

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Service		Excellent	<ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, excellent ratings (*) ▪ Current board certification for physicians (*) ▪ Maintenance of productive, high quality clinical practice ▪ Evidence of coordination/direction of a major clinical program (clinic, hospital service, laboratory, etc.) ▪ Development of a well recognized practice parameter or algorithm for a particular diagnosis or procedure ▪ Offering a unique clinical specialty or service for the region as evidenced by support letters from colleagues/peers ▪ Referrals from beyond immediate region: statewide and/or national ▪ Service in national or regional professional organizations, national scientific review boards, or journal editorial boards.(Service as Chair should be noted) ▪ Service as a board examiner or participation in development of written board examinations ▪ Service on College of Medicine, and/or University committees/boards/task forces (Service as chair should be noted) ▪ Service on hospital medical staff committee(s) (Service as Chair should be noted) ▪ Evidence of community and/or government service related to professional expertise ▪ Significant contributor to specified service of importance to the Department not covered by previously listed criteria (e.g., authorship of major reports used to publicize departmental achievements or to meet standards as determined by external accrediting bodies; leadership in review of internal departmental standards such as promotion and tenure guidelines)

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Service		Good	<ul style="list-style-type: none"> ▪ Chair's and immediate supervisor's annual evaluation shows documented, good to excellent ratings (*) ▪ Board certification (*) ▪ Maintenance of a productive and high quality clinical practice. ▪ Referrals from throughout the region ▪ Offering a valuable clinical specialty or service for the region as evidenced by support letters from colleagues/peers ▪ Service in national or regional professional organizations, national scientific review boards, or journal editorial boards.(Service as Chair should be noted) ▪ Service on College of Medicine and/or University committees/boards/task forces (Service as chair should be noted) ▪ Service on hospital medical staff committee(s) (Service as Chair should be noted) ▪ Evidence of community and/or government service related to professional expertise ▪ Significant contributor to specified service of importance to the Department not covered by previously listed criteria (e.g. authorship of major reports used to publicize departmental achievements or to meet standards as determined by external accrediting bodies; leadership in review of internal departmental standards such as promotion and tenure guidelines)