How to Succeed in Academic Medicine at UF

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Where to begin?

College of Medicine Promotion and Tenure Guidelines

Introduction

The College of Medicine Promotion and Tenure Guidelines offer details on the expectations for accomplishments in each mission area for advancement. Every faculty member is encouraged to become familiar with the guidelines within the relevant track of your position (Tenure Track, Multi-Mission Track, Single Mission Track). Faculty who have a substantial mission assignment in patient care are required to complete a Clinical Portfolio and faculty with a substantial mission assignment in teaching/education are required to complete an Educational Portfolio (click on the respective links in the left-hand menu).

Maintaining up-to-date portfolios will make both the annual review and the promotion process easier and more thorough. Faculty and staff workshops are scheduled every year for those going through the promotion cycle. Questions are welcome at any time.

For more information, please contact Marian Limacher, MD, Senior Associate Dean for Faculty Affairs and Professional Development: limacmc@medicine.ufl.edu.

The 2018–2019 guidelines follow:

- 2018–2019 Guidelines (PDF)
Highlights of the Promotion Process at UF

- COM Promotion and Tenure Guidelines
  - Multi-Mission (MM) Track (non-tenure accruing)
    - Faculty members who have assignments in two or more mission areas of research, education, patient care.
    - Promotion will be based on attainment of distinction in one mission which will be the faculty member’s primary mission area as delineated in the annual assignment.
# Multi-Mission Track 2017-18

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<th>Nominated</th>
<th>College Committee Support</th>
<th>APB Support</th>
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<td>Associate Professor</td>
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Multi-Mission Associate Professor Candidates

- Nominated
- COM
- APB
- Promoted


- 2010-11: Nominated - 17, COM - 17, APB - 17, Promoted - 17
- 2011-12: Nominated - 19, COM - 18, APB - 19, Promoted - 18
- 2016-17: Nominated - 37, COM - 37, APB - 37, Promoted - 37
Tenure Track – Associate Professor

- Nominated
- COM
- APB
- Promoted and Tenured

Year | Nominated | COM | APB | Promoted and Tenured
--- | --- | --- | --- | ---
2010-11 | 9 | 7 | 7 | 7
2011-12 | 6 | 3 | 3 | 3
2012-13 | 8 | 6 | 6 | 6
2013-14 | 10 | 7 | 6 | 6
2014-15 | 10 | 6 | 5 | 6
2015-16 | 8 | 7 | 7 | 7
2016-17 | 5 | 5 | 5 | 5
2017-18 | 10 | 8 | 7 | 7
Promotion Process at the UF

- Clinical Faculty
  - Clinical Portfolio
    - Document distinction in patient care
    - Evidence for clinical scholarship is required.
  - Teaching assignment of no less than 10%
    - Educational Portfolio may be completed
      - Required if substantial mission assignment in teaching/education

- Timing of promotion generally at seven (7) years from Assistant to Associate Professor
Promotion Timeline to Associate Professor (Multi-Mission Track)

Year 1
- Annual Review

Year 2
- Annual Review
  - UF & COM Promotion Workshops
  - Third Year Review by Department Chair

Year 3
- Annual Review
  - Mid-Career Review Process

Year 4
- Annual Review
  - UF & COM Promotion Workshops
  - Schedule Mentoring Session(s)
  - Consult with Department Chair

Year 5
- Annual Review
  - Initiate process for promotion
  - Submission to COM P&T Committee
  - Dean’s Review

Year 6
- Annual Review
  - Promotion Effective

Year 7
- Annual Review
Departmental Recommendations

• Identify a P&T mentor for candidates
  • Senior knowledgeable faculty member, recently promoted or on P&T committee
  • Potentially eligible candidates meet with mentor PRIOR to packet prep – e.g. mid cycle; or at least 2 yrs before considering promotion
  • Also meet with mentor to review packets year of promotion

• Make recent successful packets available
  • With approval of successful candidates
  • Past 1-2 years only
  • Especially for clinical and/or educational portfolios
Contacts

- **Administrative Affairs**
  - Eric Conde, Associate Dean  244-8525
  - Jacci Landicho, Assoc. Director  244-8528
  - Cherise Conte-Bush, Immigration & Benefits  244-3471

- **Faculty Affairs**
  - Guy I. Benrubi, M.D.  244-3110
    - Senior Associate Dean
  - Eric Conde Associate Dean  244-8525
  - Jacci Landicho, Assoc. Director  244-8528
What’s your plan?