

MICHIGAN STATE UNIVERSITY
Office of the Provost

HEALTH PROGRAMS RECOMMENDATION FOR PROMOTION

Name: [] [] [] Date: ____

Present Rank [] Appointment Basis AY or AN

[] [] []
Primary Department Name Second Department Name Other Dept. Name

[] [] []
Primary College Name Second College Name Other College Name

Years of full-time MSU Health Programs service as of next July 1 as:

ASSISTANT PROFESSOR HP ____

ASSOCIATE PROFESSOR HP ____

Years of full-time faculty experience as of next July 1 (MSU & other) ____

Highest Degree [] Institution [] Date: ____

Additional Training/Education/Certifications/Licensure ____

Review Period Begin Date: ____
(The review period begins with the date of appointment or most recent reappointment/promotion.)

RECOMMENDATION BY DEPARTMENT CHAIRPERSON:

___ Promote to Associate Professor HP

___ Promote to Professor HP

Recommendation by Dean: _____

Recommendation by Provost: _____

Primary Chairperson Signature Second Chairperson Signature Other Chairperson Signature

Primary Dean Signature Second Dean Signature Other Dean Signature

Provost Signature

Attachments: Reappointment form (or Change of Status if promotion does not coincide with reappointment)

**CREATE & INSERT
COMMITTEE VOTES
and
EXTERNAL REVIEWERS SOLICITED**

FORM HP-D – II SUMMARY INFORMATION - Patient care services, instruction, scholarly productivity and research, and institutional services

Summary Ratings of Contributions by Department Chairperson:

The purpose of this summary is to assess the candidate’s performance in relationship to expectations across the functional areas within the academic and broader community. For relevant sub-functions, indicate the faculty member’s performance by placing an “X” under the most appropriate rating (from excellent to poor). Performance should be evaluated relative to most appropriate comparison group and to assigned duties as reflected in percentage of time. For example, the most appropriate level of comparison for the function of “scholarly productivity and research” is a national/international comparison within the discipline.

Performance Ratings

Function	Sub-Functions	Assignment % of Time	Excellent	Very Good	Avg.	Below Avg.	Poor
PATIENT CARE SERVICES	Patient Care Delivery		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Consultation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INSTRUCTION*	Pre-Clinical		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Clinical		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Resident		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Post-Doctoral		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Advising		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SCHOLARLY PRODUCTIVITY & RESEARCH	Scholarly Productivity & Research		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INSTITUTIONAL SERVICES	Committee Service		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Administrative Service		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OTHER**	Other (specify)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL RATING			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* Include credit courses only, on and off campus.

** See Form HP-D-IVE, “Additional Reporting.”

FORM HP-D – III A PATIENT CARE SERVICES

Summary evaluation of Patient Care Services by Department Chairperson/Practice Director:

Evaluate the faculty member's contributions in patient care. Dimensions to be addressed may include (but are not limited to):

- *contributions to group practice; clinical skills, knowledge; operation, development and improvement of patient care services; quality assurance*
- *satisfaction of patients/clients, cost effectiveness;*
- *internal/external clinical studies, research*
- *leadership in patient care issues*
- *peer assessment, professional recognition*

FORM HP-D - III B CLINICAL AND PRE-CLINICAL TEACHING

Summary Evaluation of Instruction by Department Chairperson/Practice Director:

Evaluate the faculty member's scholarly contributions in **instruction**. Assess credit instruction activities, and instructional activities related to residents and post-doctoral fellows, and continuing professional education. Dimensions to be addressed may include (but are not limited to):

- *Credit instruction, on and off campus and clerkship activities; course, clerkship and residency curriculum development; experimental curricula; development of instructional materials such as textbooks, videotapes, or software; technology enhanced instruction;*
- *Non-credit instructional activities including the development of certificate programs, community programs, extension programming, etc.;*
- *International instruction such as instruction abroad, comparative/international courses on campus, etc.;*
- *Patient care activities in support of instruction;*
- *Academic advising (making clear what the appropriate responsibilities and expectations are); and*
- *Instructional activities in professional/clinical, extension, international, or urban arenas.*

The evaluation should address the scholarship, significance, impact, and attention to context of the faculty member's accomplishments as evidenced, for instance, in: *SIRS forms or resident evaluations; peer evaluation of instruction; evaluations by affected groups; teaching portfolios, including course syllabi, examinations; websites, etc.; publications and presentations related to pedagogy; guest lectures and visiting/adjunct appointments; grants received in support of instruction; and instructional awards or other forms of professional/alumni recognition.*

FORM HP-D - III C SCHOLARLY PRODUCTIVITY AND RESEARCH

Summary Evaluation of Scholarly Productivity and Research by Department Chairperson:

Evaluate the faculty member's scholarly contributions in **scholarly productivity and research**. Dimensions to be addressed may include (but are not limited to):

- *Discovery of new knowledge, including creative activities, and originality of approach;*
- *Development of innovative problem-solving strategies or methodologies;*
- *Application and dissemination of knowledge, including extension activities;*
- *Patient care activities in support of research and creative activities; and*
- *Research and creative activities in outreach, professional/clinical, extension, international, or urban arenas.*

The evaluation should address the scholarship, significance, impact, and attention to context of the faculty member's accomplishments as evidenced, for instance, in: *publications, presentations, poster sessions, websites, etc.; performances and exhibits; scores, showings, recordings, and curatorial activities; citations of one's work by others; evaluations by peers and affected groups including comments by outside evaluators, journal editors, referees, etc.; grants received in support of research; and research awards or other forms of professional/alumni recognition.*

FORM HP-D – III D INSTITUTIONAL SERVICES

Summary Evaluation of Academic Service by Department Chairperson:

1. Evaluate the faculty member's scholarly contributions in activities in **service within the academic community**—within professional and scholarly organizations or within the University. Dimensions to be addressed may include (but are not limited to):
 - *Membership in professional organizations/societies external to the University;*
 - *Role as editor of scholarly or professional journal or other similar publication;*
 - *Leadership role in internal academic governance and/or in external professional organizations;*
 - *Membership on department/school, college and university governance committees;*
 - *Ad hoc service involvement in special study groups/committees, service on internal/external review panels, member of grievance panels, etc.; and*
 - *Academic service activities in outreach, professional/clinical, extension, international, or urban arenas.*

The evaluation should address the scholarship, significance, impact, and attention to context of the faculty member's accomplishments as evidenced, for instance, in: *committee accomplishments (policies, reports, organizational changes), evaluation by committee colleagues/chairperson or organization executive officers, and service awards or other forms of professional/alumni recognition.*

2. Evaluate the faculty member's scholarly contributions in **service within the broader community**. Dimensions to be addressed may include (but are not limited to):
 - *Application of scholarship to voluntary roles in community-based organizations;*
 - *Establishment of community links, voluntary leadership roles in community-based organizations;*
 - *Success in achieving grants and other forms of support for community service activities;*
 - *Success in completing assignments and projects for community service activities;*
 - *Responsiveness to societal needs and attention to the assets and goals of external groups;*
 - *Effectiveness in promoting the inclusion and advancement of diverse groups;*
 - *Development and evaluation of innovative approaches, strategies, technologies, and systems of service delivery.*
 - *Broader community service activities in professional/clinical, extension, international, or urban arenas.*

The evaluation should address the scholarship, significance, impact, and attention to context of the faculty member's accomplishments as evidenced, for instance, in: *publications, programs offered; presentations, performances, exhibits, broadcasts, websites, brochures and other print materials, and collection development; grants received in support of community activities; evaluations by affected groups including comments by outside evaluators, conference organizers, and/or media representatives.*

FORM HP-D – IV B CLINICAL AND PRE-CLINICAL TEACHING, continued

3. Academic Advising:

a. Faculty member’s activity in the area of academic advising. The statement may include commentary on supplementary materials such as recruitment activities, international student advising, evidence of peer recognition, and evidence of student recognition.

Undergraduate:

Graduate:

Graduate/Professional:

Other:

b. Candidate’s undergraduate advisees (if applicable to individual under review):

	Freshman	Sophomore	Junior	Senior
Number of current undergraduate advisees				

c. Candidate’s graduate/graduate-professional advisees (limit to principal advisor or committee chairpersonship status):

	Masters	Doctoral	Professional
Number of students currently enrolled or active			
Number of graduate committees during the reporting period			
Degrees awarded during the reporting period			
Degrees awarded during career			

FORM HP-D – IV B CLINICAL AND PRE-CLINICAL TEACHING, continued

4. List of Instructional Works:

List publications, presentations, papers, grants received (refer to Form HP-D-IVF), and other works that are primarily in support of or emanating from instructional activity.

5. Other Evidence of Instructional Activity:

Cite other evidence of instructional productivity such as works/grants in progress or under review (refer to Form HP-D-IVF). Address instructional goals and approaches; innovative methods or curricular development; significant effects of instruction; and curatorial and patient care activities, etc. Include evidence of instructional awards and peer recognition (within and outside the university).

FORM HP-D - IV C SCHOLARLY PRODUCTIVITY AND RESEARCH

1. List of Research/Creative Works:

Attach a separate list of publications, presentations, papers, and other works that are primarily in support of or emanating from Research and Creative Activities. Indicate how the primary or lead author of a multi-authored work can be identified. The list should provide dates and, in particular, accurately indicate activity from the reporting period. Items to be identified:

- 1) Books
- 2) Book chapters
- 3) Bulletins or monographs
- 4) Articles
- 5) Reviews
- 6) Papers and presentations for learned professional organizations and societies
- 7) Artistic and creative endeavors (exhibits, showings, scores, performances, recordings, etc.)
- 8) Reports or studies

Indicate peer-reviewed or refereed items with a “*”.

Indicate items with a significant outreach component with a “**” (determined by the faculty member)

2. Quantity of Research/Creative Works Produced:

For each of the categories listed in question one above, list the number of research and creative works produced.

	1	2	3	4	5	6	7	8
During the reporting period								
During career								

3. Number of Grants Received (primarily in support of research and creative activities; refer to Form D-IVE):

During the reporting period: _____ During career: _____

4. Other Evidence of Research/Creative Activity:

Cite other evidence of research and creative productivity such as: seminars, colloquia, invited papers; works/grants in progress or under review (refer to Form D-IVE); patents; formation of research-related partnerships with organizations, industries, or communities; curatorial and patient care activities, etc. Include evidence of peer recognition (within and outside the university).

FORM HP-D - IV D INSTITUTIONAL SERVICES

1. Service within the Academic Community

a. Service to Scholarly and Professional Organizations:

List significant committee/administrative responsibilities in support of scholarly and professional organizations (at the local, state, national, and international levels) including: elected and appointed offices held; committee memberships and memberships on review or accreditation teams; reports written and submitted; grants received in support of the organization (refer to Form HP-D-IVF); editorial positions, review boards and ad hoc review requests; and programs and conferences planned and coordinated, coordinated or served on a panel or chaired a session. Include evidence of contributions (e.g., evaluations by affected groups or peers).

b. Service within the University:

List significant committee/administrative responsibilities and contributions within the University. Include service that advances the University's equal opportunity/affirmative action commitment. Committee service includes: appointed and elected university, college, and department ad hoc or standing committees, grievance panels, councils, task forces, boards, or graduate committees. Administrative responsibilities include: the direction/coordination of programs or offices; admissions; participation in special studies or projects; collection development, care and use; grants received in support of the institution (refer to Form HP-D-IVF), etc. Describe roles in any major reports issued, policy changes recommended and implemented, and administrative units restructured. Include evidence of contributions (e.g., evaluations by peers and affected groups).

2. Service within the Broader Community:

As a representative of the University, list significant contributions to local, national, or international communities that have not been listed elsewhere. This can include (but is not restricted to) outreach, MSU Extension, Professional and Clinical Programs, International Studies and Programs, and Urban Affairs Programs. Appropriate contributions or activities may include technical assistance, consulting arrangements, and information sharing; targeted publications and presentations; assistance with building of external capacity or assessment; cultural and civic programs; and efforts to build international competence (e.g., acquisition of language skills). Describe affected groups and evidence of contributions (e.g., evaluations by affected groups; development of innovative approaches, strategies, technologies, systems of delivery; patient care; awards). List evidence, such as grants (refer to Form D-IVF), of activity that is primarily in support of or emanating from service within the broader community.

FORM HP-D - IV E ADDITIONAL REPORTING

1. **Evidence of Other Scholarship:**

Cite evidence of “other” scholarship as specified on p. 2 in the “summary rating” table (i.e., functions outside of patient care services, instruction, scholarly productivity and research and institutional services within the academic and broader community). Address the scholarship, significance, impact, and attention to context of these accomplishments.

2. **Integration across Multiple Mission Functions:**

Discuss ways that your work demonstrates the integration of scholarship across the mission functions of the university.

3. **Other Awards/Evidence:**

Cite other distinctive awards, accomplishments of sabbatical or other leaves, professional development activities, and any other evidence not covered in the preceding pages. (If the reporting period differs from the usual review period, then justify and support that period here.)

FORM HP-D - IV F GRANT PROPOSALS

List grant proposals submitted during reporting period relating to teaching, research and creative activities, or service within the academic and broader community. Include grants in support of outreach, international, urban, and extension activities.*

	Name of Granting Agency (Grantor:) Focus of Grant (Focus:)	Date Submitted	\$ Amount Requested	Status			\$ Amount Assigned to Faculty Candidate (if Applicable)	Principal/Co-Investigators (if not faculty candidate)
				Pending	\$ Amt Funded	Not Funded		
I.	Instruction							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
II.	Research/Creative Activity							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
III.	a. Service – Academic Community							

* Anyone with an MSU Net username and password can log onto the web-based Information Reference database, maintained by the Office of Contract and Grant Administration, to search for records of proposals and grant awards by principal investigator. Printouts may be attached to this page.

	Name of Granting Agency (Grantor:) Focus of Grant (Focus:)	Date Submitted	\$ Amount Requested	Status			\$ Amount Assigned to Faculty Candidate (if Applicable)	Principal/Co-Investigators (if not faculty candidate)
				Pending	\$ Amt Funded	Not Funded		
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
III.	b Service – Broader Community							
	i. MSU Extension							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
	ii. Professional/Patient Care Activities							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
	iii. International Studies and Programs							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
	vi. Urban Affairs Programs							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							
	v. Other							
	Grantor:			<input type="checkbox"/>		<input type="checkbox"/>		
	Focus:							

* Anyone with an MSU Net username and password can log onto the web-based Information Reference database, maintained by the Office of Contract and Grant Administration, to search for records of proposals and grant awards by principal investigator. Printouts may be attached to this page.

INSERT
Reflective Essay
(Five page limit, firm)

INSERT

CV

(No required format, AAMC format recommended)

INSERT
External/Internal Reviews

INSERT
Review Letter 1

INSERT
Review Letter 2

INSERT
Review Letter 3

INSERT
Review Letter 4

INSERT
Review Letter 5

INSERT

Annual Reviews from Each Year of the Review Period

(in order from most recent, must include page with
explanation for any missing years)

INSERT
Annual Review
2022

INSERT
Annual Review
2021

INSERT
Annual Review
2020

INSERT
COVID-19 Impact Statement
(optional)

Academic Portfolio Divider Template

Associate Professor or Professor – Health Programs System

This template was last updated on 5/17/2023.

Instructions

Use this template to create the dividers for your Academic Portfolio.

1. Remove any pages for criteria that you will not address. Make sure to retain pages for all “basic” or required criteria for your appointment type.
 - a. For promotion to associate professor, you must meet all basic criteria in all four areas of review and **one or more distinguishing criteria in at least two of the four areas.**
 - b. For promotion to professor, you must meet all basic criteria in all four areas of review and **the majority of the distinguishing criteria in three of the four areas.**
2. In a separate folder location¹, assemble the artifacts that you will use as evidence that each criterion is met. Organize subfolders according to the areas of review and criteria. (Hint: open the Navigation Pane in this document for a quick list of areas of review and criteria.)
 - a. Save each artifact as a .pdf.
 - b. Use Adobe Acrobat Reader to add comments and annotations to artifacts to direct the reviewer’s attention. Make sure the title of the artifact is at the top of the first page of the artifact.
3. On each divider page in this document, write 1-2 brief paragraphs summarizing your case that the criterion is met.
4. Below the paragraphs, list the titles of the artifacts that support your case in the order they should be presented.
5. Submit this file and the folder of artifacts to your departmental RPT staff person with your other dossier components.

MAXIMUM SIZE OF COMPLETED DOSSIER (ACADEMIC PORTFOLIO AND OTHER REQUIRED DOCUMENTS): 500 PAGES

¹ On OneDrive, Google Drive, your hard drive, etc.

Patient Care Service – Basic

1.1.1 Participates in Patient Care

Participates as a member of the Medical Services Plan, the CON-Practice Plan, or the Veterinary Teaching Hospital; and as a member of department/college group practice.

Summary of case

List of artifacts

1.1.2 Achieves Practice Expectations

Achieves or exceeds practice expectations as defined by the unit.

Summary of case

List of artifacts

1.1.3 Maintains Clinical Knowledge and Skills

Maintains clinical skills/knowledge base through participation in local and national clinical symposia, seminars and courses.

Summary of case

List of artifacts

1.1.4 Participates in Professional Societies

Participates in local professional societies.

Summary of case

List of artifacts

1.1.5 Contributes to Improvements in Patient Care

Contributes as a faculty member in the operation, development and improvement of the department or college patient care services.

Summary of case

List of artifacts

1.1.6 Participates in Quality Assurance

Participates in quality assurance programs and/or other peer review activities related to patient care.

Summary of case

List of artifacts

1.1.7 Demonstrates Patient Satisfaction
Demonstrates satisfaction by patients/clients.

Summary of case

List of artifacts

Patient Care Services – Distinguishing

1.2.1 Demonstrates a Scientific and Scholarly Approach

Demonstrates a scientific and scholarly approach to a major field of clinical medicine.

Summary of case

List of artifacts

1.2.2 Provides Clinical Leadership
Serves as Chair, Lead or Director of Section.

Summary of case

List of artifacts

1.2.3 Demonstrates Cost-effective Care

Demonstrates cost-effective practices in the delivery of high-quality patient care.

Summary of case

List of artifacts

1.2.4 Demonstrates Clinical Excellence

Demonstrates excellence as a clinician in the provision of high-quality patient care services in the chosen specialty of the faculty member.

Summary of case

List of artifacts

1.2.5 Provides Leadership in Building Clinical Skills

Coordinates and/or actively participates in activities directed at maintaining or enhancing clinical skills.

Summary of case

List of artifacts

1.2.7 Participates in Clinical Studies or Research

Participates and/or collaborates in clinical studies/research sponsored externally.

Summary of case

List of artifacts

1.2.8 Provides Leadership in Institutional Service Addressing Patient Care

Provides leadership on committees of the department, the college or other committees that deal with patient care issues.

Summary of case

List of artifacts

Clinical and Pre-clinical Teaching – Basic

2.1.1 Meets MSU Code of Teaching Responsibility

Complies with the Michigan State University Code of Teaching Responsibilities.

Summary of case

List of artifacts

2.1.2 Teaches Competently

Discharges assigned teaching responsibilities competently, including preparation and presentation of material in a well-organized, current, and stimulating fashion.

Summary of case

List of artifacts

2.1.3 Teaches Routinely

Accepts teaching assignments routinely and teaches in college programs of instruction on a regular basis.

Summary of case

List of artifacts

2.1.4 Provides Postgraduate Education

Participates in postgraduate educational activities.

Summary of case

List of artifacts

2.1.5 Participates in a Range of Teaching Activities

Engages in two or more of the following:

- a. Presents a series of lectures
- b. Coordinates a course
- c. Primary instructor for a course
- d. Teaches in a laboratory or small group session
- e. Advises students/post-doctoral fellows/residents
- f. Teaches as attending physician (inpatient or outpatient settings)
- g. Organizes seminars, journal clubs or continuing education programs
- h. Is invited to lecture outside one's own course (e.g., seminars/lectures on campus, in the community, and at other institutions)

Summary of case

List of artifacts

Clinical and Pre-clinical Teaching – Distinguishing

2.2.1 Is Effective by Learner Assessment

Is assessed to be an effective teacher by learner evaluation.

Summary of case

List of artifacts

2.2.2 Is Effective by Peer Assessment

Is assessed to be an effective teacher by colleagues and other faculty.

Summary of case

List of artifacts

2.2.3 Teaches Based on the Literature

Provides evidence that teaching activities are based on current literature and the meaningful incorporation of that literature.

Summary of case

List of artifacts

2.2.4 Receives Recognition for Instruction

Evidence of having received instructional awards and peer recognition within and/or outside the University.

Summary of case

List of artifacts

2.2.5 Is Requested as a Teacher

Provides evidence that he/she is requested as a teacher in college-level programs

Summary of case

List of artifacts

2.2.6 Stimulates Trainees toward Scholarship

Demonstrates ability to stimulate trainees towards scholarship in medicine and medical practice.

Summary of case

List of artifacts

2.2.7 Evaluates and Counsels Trainees

Demonstrates ability to evaluate and counsel students (medical, nursing, graduate, undergraduate) and residents.

Summary of case

List of artifacts

2.2.8 Mentors and Trains for Excellence

Mentors and trains students/fellows who go on to become highly regarded in their own fields.

Summary of case

List of artifacts

2.2.9 Develops and Delivers Novel Instruction

Develops and delivers innovative and highly regarded teaching materials such as software, web-based instruction and assessment, electronic presentations, videotapes, course packs, course ware, or workshops.

Summary of case

List of artifacts

2.2.10 Recognized for Instructional Excellence

Receives awards and honors for mentoring and teaching excellence.

Summary of case

List of artifacts

2.2.11 Delivers Highly Rated Instruction

Participates in credit and/or non-credit instructional activities such as CME, certificate programs, community programs or extension programming with high ratings.

Summary of case

List of artifacts

2.2.12 Instructs at National/International Professional Meetings

Participates as an instructor at national or international professional meetings.

Summary of case

List of artifacts

2.2.13 Requested for Instruction at Other Institutions

Invitations from other institutions to be visiting professor/lecturer or to share course materials.

Summary of case

List of artifacts

2.2.14 External Recognition for Teaching

External recognition and publication of advances in teaching methodology, curriculum development, innovation and evaluation.

Summary of case

List of artifacts

Scholarly Productivity and Research – Basic

3.1.1 Participates in Research and Scholarship

Provides evidence of participation in research and scholarly activities related to the mission of the department and college.

Summary of case

List of artifacts

3.1.2 Presents Research and Scholarship

Presents research, scholarly or development efforts to the medical education community, community of the candidate's discipline, and/or to his/her own professional community.

Summary of case

List of artifacts

3.1.3 Participates in Professional Organizations in Research Field

Participates in professional groups and/or organizations appropriate to the research field.

Summary of case

List of artifacts

3.1.4 Publishes Research and Scholarship Publishes in refereed journals.

Summary of case

List of artifacts

3.1.5 Makes Independent Original Contributions to Research and Scholarship

Provides evidence, through letters of support from outside the university or recognition by senior colleagues, for independent and original thinking.

Summary of case

List of artifacts

Scholarly Productivity and Research – Distinguishing

3.2.1 Develops Proposals for External Funding

Participates in the development of research proposals for external funding.

Summary of case

List of artifacts

3.2.2 Publishes Well-reviewed Texts

Publishes texts, reference materials, monographs or instructional materials which receive favorable review.

Summary of case

List of artifacts

3.2.3 Provides Leadership in Professional Organizations

Provides leadership in professional organizations, appointed or elected to positions of leadership in professional organizations.

Summary of case

List of artifacts

3.2.4 Leads Funded Research

Serves as principal investigator (PI) or co-PI on funded research projects.

Summary of case

List of artifacts

3.2.5 Publishes Significant Body of Work

Has significant publication record in a defined area of work.

Summary of case

List of artifacts

3.2.6 Demonstrates Lead Authorship

Demonstrates lead authorship in his/her curriculum vitae.

Summary of case

List of artifacts

Institutional Service – Basic

4.1.1 Participates in Institutional Service

Participates as appointed or elected member of department or college committees.

Summary of case

List of artifacts

4.1.2 Provides Productive Institutional Service

Provides evidence of productive service in support of college committees and/or administrative activities.

Summary of case

List of artifacts

Institutional Service – Distinguishing

4.2.1 Fills Leadership Roles in Institutional Service

Leads or chairs department or college projects or committees.

Summary of case

List of artifacts

4.2.2 Provides Administrative Leadership

Is appointed for major administrative position in the department or college.

Summary of case

List of artifacts

4.2.3 Provides Intellectual Leadership to the Institution

Provides intellectual leadership in helping committees, task groups or other organizations develop solutions to significant problems at the department or college level.

Summary of case

List of artifacts

4.2.4 Provides Leadership in Professional Organizations

Attains leadership positions in relevant state and/or national professional associations or organizations.

Summary of case

List of artifacts

4.2.5 Participates in External Peer Reviews

Involvement in external peer review organizations and processes (e.g., study sections, editorial review boards, journal manuscript reviews).

Summary of case

List of artifacts

4.2.6 Represents MSU to Outside Institutions

Represents department, college or university to outside agencies, hospitals, or other institutions.

Summary of case

List of artifacts

INSERT
Additional Reporting
(Bookmark documents for Additional Significant Contributions)