

March 8, 2018

Brian Alldredge, PharmD  
Vice Provost  
Academic Affairs  
513 Parnassus, 101A  
San Francisco, CA 94122

Re: Communication from Committee on Academic Personnel (CAP) on new expectations for Advancement and Promotion for Faculty in the HS Clinical Series

Dear Vice Provost Alldredge:

The Committee on Academic Personnel has discussed the new APM language for advancement and promotion for the Health Sciences Clinical Series. At this time, CAP members provide the below recommendations to the VPAA Office and the Associate Deans of the respective Schools to aid Department Chairs and Division Chiefs advising their Health Sciences Clinical Series faculty on the new expectations, as relates to scholarly and creative activity.

In reviewing APM 210-6, CAP suggests a re-organization of 210-6-c (3) *Scholarly or Creative Activity* into the following categories for UCSF. The original language for APM 210-6-c (3) appears for comparison below the CAP proposed re-organization.

210-6-c

(3) **Scholarly or Creative Activity**

The review committee should evaluate scholarly or creative activity from the perspective that these activities are generally derived from clinical teaching and professional service activities. Evidence of scholarly or creative activity should be evaluated in the context of the candidate's academic responsibilities and the time available for creative activity. Campus guidelines may include separate requirements or expectation for various schools or departments.

In order to be appointed or promoted to the Associate Professor or Professor rank in this series, the individual's record must demonstrate contributions to creative, administrative or scholarly activities. Evidence may include, but is not limited to, the following examples arranged by activity:

- Education and Training
  - Development of or contributions to educational curricula
  - Developing or overseeing a lecture series or seminar discussion series
  - Development of or contributions to community-oriented programs
  - Development of or contributions to community outreach or information programs
- Administrative or Programmatic Leadership
  - Development of or contributions to administration (supervision) of a clinical service or health care facilities
  - Development of or contributions to administration training programs
- Quality or System Improvement
  - Development of or contributions to clinical guidelines or pathways
  - Development of or contributions to quality improvement programs
  - Development of or contributions to medical or other interdisciplinary information system

- Participation in the advancement or university professional practice programs
- Scholarly
  - Development, oversight, and/or coordination of a lecture series
  - Dissemination of clinical, QI, or educational manuscripts
- Mentoring
  - Development of novel mentoring programs

Original APM 210-6-c(3) language for comparison:

210-6-c

(3) **Scholarly or Creative Activity**

The review committee should evaluate scholarly or creative activity from the perspective that these activities are generally derived from clinical teaching and professional service activities. Evidence of scholarly or creative activity should be evaluated in the context of the candidate's academic responsibilities and the time available for creative activity. Candidates in this series may be involved in clinical research programs; many may demonstrate a creative or scholarly agenda in other ways that are related to the specific discipline and clinical duties. Campus guidelines may include separate requirements or expectation for various schools or departments.

In order to be appointed or promoted to the Associate Professor or Professor rank in this series, the individual's record must demonstrate contributions to scholarly, creative, or administrative activities. Evidence may include, but it not limited to, the following examples of such activity: participation in platform or poster presentations at local, regional, or national meetings; development of or contributions to educational curricula; development of or contributions to administration (supervision) of a clinical service or health care facilities; development of or contributions to clinical guidelines or pathways; development of or contributions to quality improvement programs; development of or contributions to medical or other disciplinary information systems; participation in the advancement or university professional practice programs; development of or contributions to community-oriented programs; or development of or contributions to community outreach or information programs.

Sincerely,

**Committee on Academic Personnel**

Jeffrey Critchfield, MD, Chair  
 David Lovett, MD, Vice Chair  
 Mary Helen Barcellos-Hoff, PhD  
 Lundy Campbell, MD  
 Pamela Den Besten, DDS  
 Patrick Finley, PharmD  
 Mallory Johnson, PhD  
 Dorothy Porter, PhD  
 David Saloner, PhD  
 Margaret Wallhagen, RN, PhD, FAAN