

**University of Kentucky College of Medicine**  
**Department of Anesthesiology**  
**Academic Appointment & Promotion and Tenure**  
**Special Title Series**  
**Statements of Evidence**

The Department of Anesthesiology is comprised of a diverse group of faculty and staff who are committed to the department's vision of innovation and growth in education, research, and clinical care. Faculty with appointments in the Special Title Series are critical to advancing this vision.

As specified in the University of Kentucky Administrative Regulation (AR 2:4), the Special Title Series is appropriate when the University requires the services of professionally competent faculty employees to meet instructional and service responsibilities in selected areas or positions in which assignments do not necessarily include research or creative work.

The University of Kentucky probationary period for promotion and tenure is set at 7-years following appointment and/or promotion to the level of Assistant or Associate Professor. The Department Chair and/or Vice Chair is responsible for identifying promotion and/or tenure readiness of faculty.

Faculty with an appointment in the Special Title Series (STS) (tenure-eligible) are expected to meet instructional and service responsibilities in selected areas or positions in which assignments do not necessarily include clinical work.

Reputation is one of the primary criteria for appointment, promotion, and tenure, as criteria for each faculty rank are grounded in assessment of growth from local to regional to national/international renown.

Terminology

1. *Local* recognition refers to within the faculty member's department and UK HealthCare system.
2. *Regional* recognition refers to outside and beyond the UK HealthCare system within the Commonwealth of Kentucky.
3. *National* recognition refers to activities that are outside the Commonwealth of Kentucky.
4. *International* recognition refers to activities that are outside of the United States.

Criteria for Appointment and Promotion in the Special Title Series

Criteria are aligned with the categories listed in the Distribution of Effort (DOE) for each faculty member. Below is the list of performance items by Distribution of Effort categories for all appointments and promotion in the Special Title Series. Note, faculty may not have an assigned effort in each of these categories depending on their job description.

## Instruction/Education

Instruction is defined as the act of teaching or providing education. The College of Medicine recognizes that instruction may be provided through many mechanisms, including didactic instruction, bedside teaching while providing clinical care, laboratory or experiential instruction, and other methods such as online materials, podcasts, etc.

Additionally, instruction may be provided to anyone including students, residents, fellows, graduate students, faculty peers, and learners outside of the University. The faculty member's CV should clearly include objective measures of the impact of their instruction/educational activities and effort consistent with the examples provided below. This should be summarized in the CV bullet-point form under the appropriate responsibilities for which the activities occurred.

Refer to the above section on Reputation/Professional Development for definitions of local, regional and national/international activities.

### Examples of Instruction/Education Achievements

- Mentorship of trainees or junior faculty with higher weight given to those demonstrating objective measures of success. Examples may include outcomes
- such as successful development of new skills in the mentee, successful remediation of mentees, the mentee's development of a national reputation, etc.
- Academic recognition, award, or other evidence of excellence achieved by a mentee of the candidate that can be clearly tied to the mentor's influence.
- Requests to demonstrate or share curriculum.
- Presentations about teaching methods.
- Service in educational administration, planning, or analysis.
- Textbooks written, compiled, or edited by the faculty member and published by an established national or international publishing house. Additional
- factors to consider may include the adoption of the book beyond the local or regional market, overall sales, and whether it is being considered for further
- editions. Reference texts are weighted the same as classroom texts. Finally, book chapters and other written educational materials should be weighted less
- than a textbook but by the same criteria.
- Development of innovative techniques relevant to education as well as demonstrated outcomes of success.
- Podcasts, instructional videos, and other electronic or online educational materials. Departments should consider the number of uses and demonstrated use
- beyond the local area.
- Development of educational unit, course, or curriculum and should include demonstration of student evaluations, improved learning through standardized
- test scores, and adoption of the program beyond the local area.
- Writing, performing, or supervising written, oral, or simulation-based exams. F
- Successful educational program leadership such as director, residency program director, etc.
- Mentorship of physicians/student/resident/fellow with abstracts, posters, presentations, publications, technique, etc.
- Positive fourth-year student evaluation of clinical clerkship.
- Successful medical student performance on that discipline's national shelf exam.
- Unique/special effort and creativity in instructional activity, such as with human patient simulators

- Research and publications about student/resident selection, teaching, evaluation, or psychometrics
- Internal or external grant support/funding for teaching/learning projects
- Invitation to teach as a visiting professor at a domestic or international institution of higher learning
- Coordination and provision of resident orientation sessions
- Coordination and provision of faculty development sessions
- Teaching in a COM-wide, university-wide, or public forum; teaching in another COM department
- Documented successful participation in teaching workshops and/or institutes
- Successful pursuit by the faculty member of a relevant certificated fellowship or an additional graduate degree in an education-related field
- Significant contribution to the professional development of students/residents/fellows, as judged by the Chair and/or Program Director and/or as evidenced in evaluations, by awards, through subsequent feedback to the department, etc.

#### Professional Development

- Those individuals who are considering promotion to Associate Professor must have attended four faculty development seminars offered by the university or national meetings that address education, patient safety, or quality improvement. Participates in local, regional, and national professional development program, (e.g). Chairs Academy, College of Medicine Leadership Program, ELAM, AAMC Seminar, SEC activities, Harvard Macy Programs. Those individuals who are considering promotion to Professor must have attended four faculty seminars while an Associate Professor, offered by the university or at a national meeting that address education, patient safety, or quality improvement.

#### Research/Scholarly Activity

##### Examples of Research/Scholarly Activity

- Intramural research funding (including applications pending or approved but not yet funded)
- Extramural research funding, including contracts and industry-sponsored, in the department or otherwise in the COM (including applications pending or approved but not yet funded)
- Publications in peer-reviewed journals.
- Publications of a chapter in a scholarly book.
- Author or editor of a scholarly book.
- Meeting presentations including lectures, moderating or abstract/poster sessions.
- Associate Professor – local or regional, national
- Professor –national or international
- Invited lectures.
- Associate Professor: one or more visiting professor
- Professor: two or more visiting professor
- Symposium, panel, or workshop moderator or member.
- Primary Investigator or Co-PI on research projects.
- Evidence of creativity (e.g. intellectual property, patent, innovative published techniques).
- Funding/publication from collaborative work within UK.
- PI or co-investigator on an academic or industrial grant.
- Major contributions into overall design of research protocol or manuscript.

- Number of publications (given the traditional importance of this measure of productivity, these evidences include a more detailed subsection below describing such contributions).
  - Cumulative impact factor of all peer-reviewed publications.
  - Number of peer-reviewed and selected podium sessions at annual national meeting.
  - Number of peer-reviewed and selected posters presented at annual national meeting.
- Contributing member of a successful research team (i.e., team science) in clinical, translational, or foundational science.
- Participation on other regional or national panels or committees that review research and/or set research policy or guidelines.
- Participation as a “team” expert for regional and national reputation (ex. college alliances, guidelines/talks/webcasts based on expertise).
- Clinical trial recruitment and adherence to budgets.
- Engagement on research steering committees, protocol evaluation/development committees

## Service

### Examples of Service

- Evidence of Professional Service on a professional committee as a member.
  - Local, regional, national, international
    - Associate Professor – Local or regional
    - Professor – National or international
- Service on University, College and Department Committees and task forces
- Being an officer or an active committee or subcommittee member in a state, national or international professional organization.
- Serving an administrative leadership role at UK or its affiliated institutions.
- Serving as program chair or in a similar position at a national or international meeting.
- Serving as an officer or active member in the Faculty senate or Faculty council.
- Serving as an officer or active member of major COM or UK HealthCare committees.
- Serving as a member of the IRB or IACUC research committees.
- Service as an advisor to Student Organizations
- Service on ACGME, LCME, and subspecialty certification committees and boards.
- Pursuit and maintenance of continuing education.
- Attendance at Grand Rounds

## Professional Development

### Examples of Professional Development

- Attendance at national conferences
- Local, regional, national, and/or international speaking engagements

## Process

When a faculty member meets the Statements of Evidence, a curriculum vitae in the University of Kentucky format should be submitted to the chair. The curriculum vitae will be reviewed by the chair and vice chair and designated members of the academic promotions committee of the Department of Anesthesiology, providing feedback concerning suitability for promotion and recommendations. The chair and will consider the recommendation and decide whether or not to proceed. If the decision is to proceed, the Faculty Administrator will work with the chair and the candidate to prepare the promotion dossier.