Faculty Development and Career Advancement

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Associate Dean

Office of Faculty Affairs & Development
Goals

• Learn about the faculty track structure
• Understand the importance of faculty development
• Appreciate the importance of mentoring relationships
• Understand the importance of the annual review
• Learn about promotion process
• Learn about wellness options to enhance your personal and professional life
Faculty Appointment

- Offer letter with expectations of both parties
- Ranks
  - Professor/Clinical Professor/Research Professor
  - Associate Professor/Clinical Associate Professor/Research Associate Professor
  - Assistant Professor/Clinical Assistant Professor/Research Assistant Professor
  - Associate
- Started your job
Tenure Track

Clinical Scientist
- 4 years
- 4 years

Non Clinical Basic Scientist
- 3 years
- 3 years

Associate Professor / tenure

Clinical Track/Research Track
- 1-3 years
- 1 - 7 years
- sequential

Promotion is not linked to the contract cycle
RT appointments based on available funding
Faculty Career Development and Management
Career Development

The Successful Faculty member:

- Understands academic values, norms and expectations; manages his/her career strategically; maintains networks of productive colleagues
  
  (Bland, Schmitz, Stritter, Henry, & Aluise, 1990; Morzinski, Simpson, Bower, & Diehr, 1994)

- Creates an individual career development plan to meet the benchmarks

- Identifies and works with a mentor
**Individual Development Plan**

- Designed to help you identify strategies for success
- Should be done in conjunction with mentor or DEO/division head
- Can help when writing personal statements, organizing for promotion, or making decisions regarding career paths
Individual Development Plan

Allows you to:
- Clarify and prioritize your values
- Identify your strengths and skills
- Develop a learning plan for skills needed
- Set specific 1, 3, and 5 year goals

Reminds you to:
- Update progress
- Develop strong mentoring relationships
- Support the missions of the College
Mentorship

Benefits

- Greater career satisfaction
- Increased awareness of rigors and expectations for career advancement
- Increased networking opportunities
- Increased skill and productivity in teaching, patient care, research and administration
- Increased ability to actively manage career
Mentorship

- No one person can be a mentor for all aspects of your career
- Seek out people who share your values but who also challenge your ideas
- You must be the catalyst for the relationship
- Mentoring contracts are available for use if desired
Annual Review

The Dean expects annual reviews for all faculty

Purpose:

• Assess direction in core missions – teaching, scholarship/professional productivity, academic service and (where applicable) patient care

• Get feedback on progress to date

• Have realistic conversations about career choices

• Plan for the future/goal setting
Make Annual Review Effective

• Always prepare a personal statement that includes accomplishments and goals in core areas

• Review your teaching file
  – Make sure all teaching evaluations are in your file
  – Review any peer evaluations of teaching
  – Use your personal statement to address any concerns raised in evaluations

• Invite specific feedback
  – Is your plan for next year reasonable?
  – Where should you improve?
  – What resources do you need to be successful?
  – Are you “on track” for promotion?
Procedure

- You provide an updated C.V. (APR – Academic and Professional Record) + personal statement
- Chair/Division Director prepares review, sometimes in consultation with senior faculty (committee or all)
- You meet with Chair/Division Director to discuss
- You receive a copy for response (or approve in self service) for concurrence; it is further reviewed at higher levels
- Reviews are not included in the promotion review process
How do I access the APR?

- Log on to your Employee Self Service
- Click on the “Personal” tab
- Select “Academic and Professional Record (APR)” under the General menu

Contact your APR Super user if you do not see the Academic & Professional Record (APR) on your employee self service or if you have trouble logging in.
What is ORCID?
ORCID stands for Open Researcher and Contributor ID. An ORCID is a persistent digital identifier that distinguishes you from other researchers.

Why are we asking you to establish an ORCID?
ORCID provides a standard and semi-automated way of collecting your publications and making your publication record available to others. This increases your visibility as a researcher and makes external and internal performance metrics easier and non-redundant.

How to do it:
• Register your unique ORCID (registration takes 30 seconds)
• Enhance your ORCID record with your professional information and link to your other identifies (such as Scopus or Researcher ID or LinkedIn).
• Include your ORCID on your Webpage, when you submit publications, apply for grants, and in any research workflow to ensure you get credit for your work.

Other Publication Collections?
We now only require an ORCID. However, to enhance your publication profile and to help people find you we also recommend establishing a

GOOGLE Scholar Profile
myNCBI account
Reappointment

- Occurs during the third or fourth year in the tenure track
- Occurs during the year prior to the end of the contract on the clinical and research tracks
- Require a vote of the faculty for continuing
Promotion
Promotion Assessment

• Individuals are assessed on contributions to the three core missions
  – Teaching at all levels
  – Academic and professional service
  – Scholarship and/or professional productivity
How is Promotion Review Initiated?

- Required in the final probationary year of a tenure track appointment (year 8 for clinical scientists and year 6 for nonclinical scientists)
- In all other cases:
  - The Department recommends OR
  - The faculty member asks to be reviewed
Common Evaluation Elements

• Review of Teaching Materials (except for RT)
  – Course materials, presentations, lecture handouts
  – Quantity and quality relative to peers
  – Teaching evaluations

• Academic Service
  – Committee work inside and outside the institution
  – Editorial boards, study section
  – Leadership roles in academic societies
Scholarship Evaluation (Tenure/Research track)

- Quality/Impact
  External reviews; journals; funding

- Focus
  Moving problem forward; themes

- Independence/Leadership
  Authorship order; funding as PI; external reviews

- Sustained Productivity
  Lack of gaps; funding; progression
Associate Professor Promotion

- Years in rank: 6.08
- Total publications: 33.33
- Publications at Iowa: 16.65
- First or senior author: 8.88
Professor

- Unmistakable evidence of recognition by peers at the national or international level
- Ability to sustain a productive research program
- Sustained productivity over time
- Appropriate teaching activities
**Professional Productivity Evaluation (Clinical Track)**

- Professional productivity is the clinical track equivalent of scholarship.
- Includes activities outside the clinical setting that are **IN ADDITION** to routine activities and demonstrate **CREATIVITY**.
- Can be in the realms of education, clinical activity or service.
Professional Productivity (written scholarship)

• University guidelines currently do not require written scholarship for promotion in this track. The College is exploring having written scholarship be an expectation.
• Written scholarship could include:
  – high quality review articles
  – case reports, clinical commentaries
  – text book chapters
  – policy documents (for institution, discipline, state government, etc.)
Professional Productivity (education)

- Curriculum development
- Member/leader of education, curriculum or admissions committees
- Organization of a new teaching program
- Development of better teaching techniques
Professional Productivity (clinical practice)

- Contributions in the clinical setting *beyond* the provision of direct patient care
  - Develop a new clinical service
  - Develop a new method of care delivery
  - Develop new procedures for a given area
Professional Productivity (service)

• Generally must be extensive

• Academic Service to Department, College, or University

• Academic Service outside the University
  – Discipline specific activities on a local, regional or national level

• Service to the community
  – Director of local boards that impact health care
Associate Professor Promotion

<table>
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<tr>
<th>years in rank</th>
<th>total papers</th>
<th>papers</th>
<th>F/S author</th>
<th>chapters</th>
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<td>12.71</td>
<td>6.29</td>
<td>3.51</td>
<td>1.65</td>
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clinical track associate professor 2006-present
Clinical Professor

- Activities outside the institution that can be highlighted – can be regional or national

- May be accomplished through activities in specialty societies
Professor Promotion

- years in rank: 19.74
- total papers: 6.73
- papers: 4.17
- F/S author: 1.84
- chapters

Clinical Professor Promotion 2006-present
Research Track

- Assessment includes scholarship and service similar to tenure track
- No teaching expectations but enhances portfolio
- Incremental/independent funding expectations with higher rank
- Possible to move to the tenure track
Research Associate Professor Promotions 2013-present

- Years in rank: 6.29
- Total papers: 28.86
- Papers since appointment: 13.14
- FA/SA: 5.14
Wellness
Wellness

- As an organization we are committed to helping you maintain your personal and professional equilibrium.

- Everyone comes to work with many factors that impact their day to day interactions, be it personal health, home issues, children, parents or community.

- Resources available to help deal with the difficult and the mundane aspects of your life.
Health and Well-being Resources
University Human Resources

Personal Health Assessment
• Up to $65 annually
• Located in Self-Service

Recreation Membership Incentive Program
• Earn 50% off of campus membership
• 4 campus fitness locations

FREE Individual Health Coaching
• CRWC, Employee Health Clinic (Boyd Tower), and IRL
• Phone, email or Skype your Health Coach

For more info: hr.uiowa.edu/livewell/
or email livewell@uiowa.edu
Health and Well-being Resources
University Human Resources

Faculty and Staff Services / EAP
• Counseling and Referral Services
  hr.uiowa.edu/fsseap
  EAPhelp@uiowa.edu
  319-335-2085

Family Services Office
• Child Care, Elder Caregiving, New Parent Resources,
  Flexibility in the workplace
  hr.uiowa.edu/family-services
  familyservices@uiowa.edu
  319-335-1371

UI Ergonomics Program
• Ergonomic Risk Assessments and Consultation
  Hr.uiowa.edu/benefits/ergonomics
  ergonomics@uiowa.edu
  319-384-0959
Other University Human Resources and UI Resources

University HR

- **Organizational Effectiveness (OE):** Want to develop yourself as a leader? Want to develop your skills in change management? Want to be a better provider of feedback to your employees? Training and Learning opportunities available at https://hr.uiowa.edu/organizational-effectiveness

- Faculty and Staff Disability Services: where to go when important issues impact your work arrangements and you need some guidance https://hr.uiowa.edu/fsds

Other Helpful Resources

- Office of the Ombudsperson: Sometimes you need some advice and guidance from a neutral third party. https://uiowa.edu/ombuds/

- The Office of Faculty Affairs and Development: We offer workshops related to work life integration and time management. We are also available for individual confidential consultations. https://medicine.uiowa.edu/facultyaffairs/
Welcome to Iowa!!

We are committed to your growth and development personally and professionally. There are many ways to be successful; finding your personal path is half the fun.

- Resources at your fingertips
  - Department leadership
  - Promotions committee member
  - Other senior faculty member

- Office of Faculty Affairs and Development
  - Periodic workshops
  - Personal consultation