

Process for Annual Review of Tenured Faculty
Department of Obstetrics and Gynecology

February 2012

In July each tenured faculty member will submit a CV and personal statement on accomplishments to include clinical service, teaching, research, and academic service, along with future plans in each of the above areas.

Each statement should include:

List of publications, books, chapters, abstracts—including those in submission.

List of presentations including location and title of presentation.

Academic service include committees and offices held including departmental, hospital, Carver College of Medicine, state, regional, and national.

Teaching evaluations (administrative office area will have medical student and residency evaluations).

List of grant applications (date submitted, agency, type of grant, title, PI) (internal as well as external) and their status (not funded, funded, pending).

These materials will be reviewed in light of requirements for meritorious and excellent performance in each area—clinical, education, research and service (see below).

Results will be communicated in writing at a meeting with the faculty member, division director, and DEO.

Teaching Activities

Teaching activities include:

A commitment to assigned teaching with responsibilities to include lecturing, facilitating small groups, instructing in laboratories, and other forms of participation in formal courses for medical students, residents, fellows, and/or graduate students.

Directing formal courses for medical students, residents, fellows, and/or graduate students.

Supervision of graduate student and postdoctoral research programs.

Mentoring junior faculty and peers.

Clinical teaching of medical students, residents, and/or fellows.

Participation in continuing medical education programs.

Development of teaching materials, in print or electronic media.

Development of courses and curricula.

Education for the public at large.

Education of undergraduate students.

Meritorious

- Meritorious evaluations by students, residents, or fellows, as part of a systematic evaluation program.
- Meritorious evaluations by peers, as part of a systematic evaluation program.
- Meritorious evaluations of courses and curricula, as part of a systematic evaluation program.
- Meritorious performance data for students, residents and/or fellows, where these can be attributed largely to the individual faculty member.
- Educational presentations or workshops at local and regional meetings and national/international professional societies.

Excellent

- Excellent evaluations by students, residents, or fellows as part of a systematic evaluation program.
- Excellent evaluations by peers, as part of a systematic evaluation program.
- Excellent evaluations of courses and curricula, as part of a systematic evaluation program.
- Excellent performance data for students residents or fellows, where these can be attributed largely to the individual faculty member.
- Leadership role in educational activities at local and regional meetings and national/international professional societies.

- Meritorious evaluation by faculty mentored by the candidate.
- Teaching awards from students or peers.
- Publication of teaching materials in peer-reviewed repositories.
- National/international use of teaching materials.
- Visiting professorships.

Scholarship

The scholarship of discovery represents the interplay between development of hypotheses and discovery of new facts (e.g., basic, clinical, and translational research).

Meritorious

- Publication of articles in professional journals appropriate to the field of endeavor. Greater significance will be attributed to first and/or senior authored papers in peer reviewed journals, but all publications will be evaluated.
- Publication of books, chapters, monographs, or manuals on paper or in electronic media that are widely disseminated, evaluated by peers, and advance the field of endeavor.
- Award of extramural support commensurate with the area of interest.
- Demonstration of a sustained leadership role in an independent research program (e.g., research program leader or laboratory/clinic director).
- Evidence for a principal role in management and/or support of a collaborative research program (e.g., letters from program leader or members of the research program).
- Invited presentations of original scientific data at major national or international meetings, or at major institutions or research organizations.
- Development/award of patents for discoveries in the candidate's field.
- Leadership and/or organization of peer-reviewed clinical trials as

Excellent

- A substantial record of peer-reviewed first and/or senior authored publications that demonstrate evidence of originality as an investigator.
- A senior leadership role demonstrating superior competence and outstanding productivity on research projects.
- Consistent extramural support for an established research program.
- Service on National Advisory Councils or Boards, Editorship of journals, Leadership of national/international study sections, consensus panels, etc.
- Leadership of multi-institutional collaborative research projects.

documented by program reviews or letters.

- Service on study sections (or scientific peer review groups), consensus panels, etc.
- Leadership of national meetings or workshops.
- Service on editorial boards of journals.
- A national and/or international reputation as evidenced by external letters of reference.

Educational Scholarship

Educational Scholarship represents the synthesis of facts and theories in creative formats that facilitate their understanding and use by others, and the development of creative methodologies that foster such understanding.

Meritorious

- College-level teaching awards from peers.
- Publication of teaching materials in peer-reviewed repositories or journals.
- Development of teaching materials or curricular approaches that are adopted by other institutions.
- Publication of research on education and learning assessment in peer-reviewed journals.
- Presentation of research on education and learning assessment at national/international meetings.
- Research on the efficacy of creative new teaching materials, courses, and curricula.
- Writing review articles, textbook articles, or textbooks on content areas in health sciences education.
- Competitive local funding of educational research and development programs.

Excellent

- National/international teaching awards.
- National/international use of teaching materials.
- Widespread impact of instructional, curricular, or learning assessment approaches.
- Sustained, peer-reviewed program of research on education and learning assessment.
- Competitive external funding of research program on education and learning assessment.
- Leadership role in national/international health sciences education professional societies.

Clinical Scholarship

Any activities relevant to the conceptualization, evaluation, improvement, or delivery of clinical care that are innovative, widely disseminated, and promote advancement in the field are considered Clinical Scholarship.

Meritorious

- Publication of peer reviewed articles in professional journals relevant to the clinical field of practice.
- Publication of books, chapters, monographs, or manuals on widely disseminated media.
- Invited audiovisual or poster presentations for clinical reviews or dissemination of innovative techniques at local clinically relevant venues.
- Development/award of patents for discoveries in the candidate's clinical field.
- Initiation and/or organization of investigator initiated clinical trials.
- Service on study sections or scientific peer review groups relevant to clinical field.
- Abstracts from contributions at national meetings or workshops.
- Service on editorial boards, or consistent contributions as ad-hoc reviewer for clinical journals.
- Site-leader for multi-institutional collaborative clinical studies.
- Award of extramural support for work in clinical area of interest.

Excellent

- A substantial record of peer-reviewed first and/or senior authored publications that demonstrate evidence of mastery in the field.
- A senior leadership role demonstrating superior competence and outstanding productivity on clinical projects.
- Invited clinical review presentations or reports of experience with innovative techniques at major national or international professional meetings, or at major institutions.
- Leadership and organization of continuous medical education and other clinical review meetings.
- Service on National Advisory Councils or Boards, Editorship of journals in clinical areas.
- Leadership of national/international study sections, consensus panels, etc.
- Leadership of multi-institutional collaborative clinical studies.
- Consistent extramural support for an established research program

Academic & Administrative Service

The following examples are broadly defined as to encompass evaluation of both clinical and other academic services.

Meritorious

- Participates in mentoring of trainees and junior faculty members
- Committee membership within the Department or College.
- Task force membership
- Thesis committee membership
- Student/faculty advisor or mentor
- Journal reviewer
- Individual grant reviewer or local grant review committee
- Lectures to the lay public
- Media presentations/interviews
- Participation in health care planning programs
- Work with governmental agencies/legislature
- Leadership role in dealing with health issues at local level
- Board membership on health-related organizations or agencies.

Excellent

- Formal primary mentoring of junior faculty members and trainees
- Committee membership at the university level.
- Task force membership at the university level.
- Major leadership role within a committee or task force.
- Appointment to position of significant responsibility within the Department, College or University.
- Editorial board of professional or scientific journals
- Federal/national study section or grant review committee
- Leadership role in dealing with health issues at regional, national or international levels.
- Leadership role in national/international professional organization.
- Membership on certification/licensure/specialty boards.
- Leadership role on health organization/hospital committees
- Session chair/moderator at national/international meetings

- Officer in local professional organization.
- Membership on health organization/hospital committees
- Participation in public education and advocacy activities

Clinical Service

In addition to examples given above, the list below offers additional examples for the evaluation of clinical services and maintaining current eligibility and credentials to participate in the University of Iowa Physicians (UIP)

Meritorious

- Departmental and/or interdepartmental recognition of excellence in clinical skills by peers.
- Consistently favorable reports on quality assurance and/or risk management assessments.
- Consistently favorable reports in patient satisfaction assessments collected by the institution.
- Creative, active participation in the evaluation of the effectiveness (quality, utilization, access, cost) of the care being provided.
- Evidence that a unique clinical service is provided.
- Timely completion of all medical records
- Maintenance of appropriate certifications and licensures (boards, BCLS, other training)

Excellent

- Recognition of mastery of clinical skills by:
 - becoming a regional source of referral for expert opinion.
 - invitations to participate in practice guideline committees, external program reviews.
 - invitations to consult with government, insurance, or drug agencies.
- Creatively revises and improves quality assurance and/or risk management procedures.
- Recipient of awards for outstanding patient care delivery.
- Development of new techniques, therapies, or health care delivery systems that have improved the health of the population served.
- Timely completion of all medical records
- Maintenance of appropriate certifications and licensures (boards, BCLS, other training)