

Department of Pathology

Annual Review Policy of Faculty

The Department's annual review policy of faculty applies to all faculty irrespective of rank or track. On an annual basis, an individual faculty member's activities over the previous year are reviewed by the Faculty Development Committee, comprised of four senior faculty, appointed by the Chair. The Chair of that committee is the Vice-Chair for Faculty Affairs. This committee will, independent of the Chair, review current Curriculum Vitae, 5 year goal statement, achievements/accomplishments for last year, and mentor reports where appropriate. The Committee will author a brief report summarizing achievements/activities with evaluation on a three point scale (exceeds expectations, meets expectations, needs improvement) in the following areas: Clinical Service (where appropriate), Teaching, Scholarly Activity, Service, and Departmental Citizenship. The Committee will also provide guidance with regard to appropriateness of trajectory as well as goals for the upcoming year and mileposts for faculty/career development.

In addition to the Faculty Development Committee review, the Department Chair will perform a thorough and complete review of the faculty member's dossier, including the report of the Faculty Development Committee. Subsequent to this review, there will be a meeting between the faculty member and the Chair to discuss the faculty member's performance and progression from all three perspectives (the faculty member, the Faculty Development Committee, and the Chair). The Chair will be responsible for authoring a letter summarizing the content of the meeting which will be shared with the faculty member for the purpose of perusal and any editorial input/correction necessary. This document is then co-signed by the Faculty Member and the Chair, and along with the report from the Faculty Development Committee, is submitted to the CCOM Dean's office for placement in the permanent personnel file.

Department of Pathology

Post-tenure review metrics

In accordance with University of Iowa guidelines concerning post-tenure review of faculty, the Department of Pathology has developed the following metrics as guidance and targets for activity and performance of those faculty who have been granted tenure within the University system. The parameters are not absolute, but are intended to guide expectations and form the basis for objective review of performance.

Associate Professor

Basic philosophy: Once achieving tenure, the Department of Pathology desires that Associate Professors steadily work towards gaining the credentials necessary for promotion to Full Professor. Key among these is maintenance of a robust research program and national visibility in their area of expertise. Specifically:

Basic and Physician Scientist:

- *Research program:*
 - Extramural funding: It is anticipated that Associate Professors not only maintain a funded research program, but strive to attract 2 major sources of extramural funding. This can be a combination of NIH, VA, foundation or private sector grants. Associate Professors should also seek smaller intramural or extramural grants as opportunities arise.
 - Productivity: With an active research program, it is anticipated that Associate Professors publish at least 2 senior authored peer-reviewed papers per year, with additional co-authorships derived from collaborations. Although not necessary, it is advised that Associate Professors contribute review articles in their area of expertise to lend evidence of national recognition.

- *Teaching:*
 - Classroom: It is anticipated that Associate Professors maintain a presence in the classroom as both lecturer and small group facilitator. It is further anticipated this teaching effort will include classes offered by Pathology as well as Ph.D. graduate programs to which the faculty member belongs. Finally, it is anticipated that Associate

Professors display a level of teaching excellence commensurate with their years of experience.

- Laboratory: With a funded research program, it is anticipated that Associate Professors mentor laboratory trainees on an ongoing basis. Although most trainees will be graduate students, Associate Professors should strive to attract post-doctoral fellows to their laboratories as well.
- *Local service:*
 - Part of the academic mission is to contribute effort towards the administrative functions of the Department and College. Towards this end, it is anticipated that Associate Professors will serve on a range of committees. These include thesis and educational committees (e.g. admissions or comprehensive exam committees), oversight or advisory committees (e.g. research core oversight committee) and ad hoc committees (e.g. search committee).
- *National service/visibility:*
 - One of the key metrics necessary for promotion to Full Professor is clear evidence of national recognition. This is typically achieved by invitations to serve on peer review groups (study sections), to join journal editorial boards, or to help organize national meetings and workshops. It is advised that Associate Professors strive for at least one of these activities. In addition, invitations to give plenary or platform presentations at national meetings as well as invitations to write review articles in high profile journals also provide evidence for national visibility.

Physician Scientist:

- *Teaching:* In addition to classroom and laboratory instruction, it is anticipated that tenure track Physician Scientists also contribute to the teaching of Pathology House Staff.
- *Clinical service:* Given the emphasis on maintaining and building a research program and gaining national recognition, clinical service should constitute a meaningful, yet minor contribution to the Department.

Comparative (Veterinary) Pathologist:

Please note that the following was adapted from language previously approved by offices of the CCOM Dean and UI Provost:

- *Research:*

- As an Associate Professor, it is anticipated that Comparative Pathologists will have an established presence on campus and will routinely collaborate with multiple research groups. It is therefore anticipated that Comparative Pathologists will routinely draw approximately 60% salary support as a collaborative investigator or core director on multiple grants. Because of participation as a key collaborator, it is anticipated that Comparative Pathologists will continue to appear as an author on a growing body of primary research papers, including first author publications.
- *Teaching:*
 - As an Associate Professor, it is anticipated that Comparative Pathologists will continue to serve as a key participant (including course co-director/director) in the graduate level basic science and comparative pathology curriculum. It is further anticipated that Comparative Pathologists will continue to play a central role in organizing and teaching in national comparative pathology workshops held on campus. Finally, it is anticipated that Comparative Pathologists will continue to serve as a co-mentor to students, residents and post-doctoral fellows who are engaged in research projects centered on animal models of human diseases.
- *Local service:*
 - It is anticipated that the Comparative Pathology Laboratory and Histology Research Laboratory will be heavily utilized resources on campus with a full menu of diagnostic services, and will be directed by the Comparative Pathologists. Due to the demand and quality of service provided by these cores, we anticipate that they will be viewed as models for other such cores at academic medical centers. It is anticipated that consulting and professional fees from the cores will continue to provide a minimum of 10% salary support to the Comparative Pathologists. Consistent with the responsibilities of a tenured Associate Professor, it is also expected that Comparative Pathologists will seek additional opportunities for academic service in the form of committee assignments, including serving as chair.
- *National service/visibility:*
 - As an Associate Professor, it is expected that Comparative Pathologists will achieve national recognition as a leader in comparative pathology. We expect that Comparative Pathologists will regularly participate in national workshops and meetings on the topic and eventually be asked to organize such conferences. It is further expected that Comparative Pathologists will seek extramural funds for developing and organizing venues and tools to teach comparative pathology and animal models of human disease. On a regular basis, we anticipate that Comparative Pathologists will also be invited to contribute to the mouse pathology literature (reviews and chapters) as a senior author.

Full Professor

Basic philosophy: As a tenured Full Professor, it is expected that the faculty member maintain a full portfolio of activities which includes funded research. The balance of activities within the faculty member's portfolio can vary depending upon key administrative assignments and academic focus.

Full Professor with a primary research focus (Basic and Physician Scientist):

A Full Professor in this category is largely focused on his/her research program as well as local and national activities consistent with this focus. Specifically:

- *Research program:*
 - Extramural funding: It is anticipated that a research focused Full Professor maintain 2-3 (or more) major grants (NIH, VA, foundation or private sector) and contribute at least 60% of their salary support from extramural funding. These grants should include both single PI as well as multiple PI (e.g. P01) grants. Smaller intramural or extramural grants should be secured as appropriate.
 - Productivity: With a medium to large research program, it is anticipated that a research focused Full Professor will publish at least 3-4 senior authored peer-reviewed papers per year, with additional co-authorships derived from collaborations. It is further anticipated that research focused Full Professors will contribute review articles in their area of expertise on a regular basis.

- *Teaching:*
 - Classroom: It is anticipated that research focused Full Professors maintain a strong presence in the classroom as both lecturer and small group facilitator. It is further anticipated this teaching effort will include classes offered by Pathology as well as Ph.D. graduate programs to which the faculty member belongs. It is also anticipated that Full Professors are excellent teachers and serve as role models for junior faculty.
 - Laboratory: With an active funded research program, it is anticipated that research focused Full Professors will be mentoring a mix of graduate students and post-doctoral fellows on an ongoing basis.

- *Local service:*
 - Given extensive experience in grant and manuscript writing, mentoring of laboratory trainees and the application of cutting edge technologies, it is anticipated that research focused Full Professors will contribute on several fronts to the research efforts of the Department and College. Examples include:

- Mentoring junior faculty
- Local peer review of grant applications
- Directing research core facilities
- Leading research programs (such as in the Cancer Center or ICTS)
- Chairing or participating on committees related to:
 - Graduate student education
 - Recruitment of faculty
 - Research oversight
 - Review of departments or programs
- *National service:*
 - As a recognized investigator, it is anticipated that research focused Full Professors will be engaged in activities related to their expertise at the national level. This includes participation in study sections, editorial boards and meetings/workshops. It is understood however, that national assignments need not be continuous given the workload some of these activities demand.

Full Professor with major administrative obligations (Basic and Physician Scientist):

A Full Professor in this category will not only lead a small to moderate sized research program, but also have major administrative assignments. The key to Full Professors in this category is a range of activities that leads to a full portfolio. Specifically:

- *Research program:*
 - Extramural funding: It is anticipated that a Full Professor in this category maintain at least 1 major grant (NIH, VA, foundation or private sector) and contribute at 20-30% of their salary support from extramural funding. Smaller intramural or extramural grants should be secured as appropriate.
 - Productivity: With a modest sized research program, it is anticipated that a research focused Full Professor will publish at least 1-2 senior authored peer-reviewed papers per year, with additional co-authorships derived from collaborations. It is further anticipated that Full Professors will contribute review articles in their area of expertise periodically.
- *Teaching:*
 - Classroom: It is anticipated that Full Professors in this category maintain a strong presence in the classroom as both lecturer and small group facilitator. It is further anticipated this teaching effort will include classes offered by Pathology as well as Ph.D. graduate programs to which the faculty member belongs. It is also anticipated that Full Professors are excellent teachers and serve as role models for junior faculty.
 - Laboratory: With a funded research program, it is anticipated that Full Professors in this category will be mentoring a small number of laboratory trainees on an ongoing basis.

- *Local service:*
 - Full Professors in this category will be expected to contribute the majority of their time towards administration. These administrative assignments can be in a variety of areas including:
 - Leadership positions (e.g. Chair, Vice Chair or Division Director)
 - Educational positions (e.g. Residency or Graduate Program Director; Course director)
 - Research positions (e.g. Research Core director or Research Center/Program Director)
 - Given their experience in grant and manuscript writing, mentoring of laboratory trainees and utilization of cutting edge technologies, it is anticipated that Full Professors in this category will also contribute to:
 - Mentoring junior faculty
 - Local peer review of grant applications
 - Chairing or participating on committees related to:
 - Graduate student education
 - Recruitment of faculty
 - Research oversight
 - Review of departments or programs
- *National service:*
 - As an experienced investigator, it is anticipated that Full Professors in this category will periodically be engaged in activities related to their expertise at the national level. This includes participation in study sections, editorial boards and meetings/workshops. The degree of participation, however, will depend up other administrative assignments and available time.

Full Professor Physician Scientists:

- *Teaching:* In addition to classroom and laboratory instruction, it is anticipated that tenured Full Professor Physician Scientists also contribute to the teaching of Pathology House Staff.
- *Clinical service:* Given the various activities of tenured Full Professors (in either category), clinical service should constitute a meaningful, yet minor contribution to the Department.