

Department of Radiology

Promotion & Tenure

Guidelines

University of Illinois at Chicago

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Table of Contents

Department of Radiology Guidelines for Promotion to the Rank of Associate Professor Academic Clinical and Teaching, Tenured (CT)	3
Patient care	3
Teaching.....	4
Service.....	4
Scholarship	5
Department of Radiology Guidelines for Promotion to the Rank of Professor Academic Clinical and Teaching Tenured (CT)	7
Patient care	7
Teaching.....	8
Service.....	8
Scholarship	9
Department of Radiology Guidelines for Promotion to the Non-tenured Rank of Associate Professor of Radiology in Clinical Discipline	11
Education	11
Scholarship	12
Service/Clinical Activities.....	12
Research	13
Department of Radiology for Promotion to the Non-tenured Rank of Professor of Radiology in Clinical Discipline	14
Education	14
Scholarship	15
Service/Clinical Activities.....	15
Research	16
Ranks not covered under this document	17

Department of Radiology Guidelines for Promotion to the Rank of Associate Professor Academic Clinical and Teaching, Tenured (CT)

The Academic Clinical and Teaching (CT) tenured track is used for clinical faculty with a primary commitment to, and demonstrated excellence in, the missions of patient care, teaching, service, and scholarly activity. Appointment, reappointment and promotion in this track is achieved through the development and/or application of creative advances in medical care, the fostering of such clinical care in students, residents, fellows, and/or graduate students through teaching excellence, service to the field and/or specialty, and scholarly activity—in education or in the advancement of medical practice—leading to publications. Contributions to each area within or outside (locally and/or regionally) the University will be evaluated for promotion and tenure decisions, recognizing that the quantity of work in each area will vary given differing faculty member roles, but with the expectation that the quality of work will be excellent. General goals and expectations for the missions are described in further detail below.

Patient care

All candidates for promotion to Associate Professor (CT) in the Department of Radiology should be key contributors to the Department's clinical activities. Promotion to Associate Professor of Radiology (CT) requires clear documentation of excellence in patient care and demonstration of a high quality and substantial clinical practice. The development of a quality practice providing the opportunity for the development of new clinical approaches and technologies is of major importance when performance is judged. Affirmation of the high quality of clinical practice may be used as an indication of peer recognition. Examples of the standards by which clinical care excellence is accomplished are listed below. A candidate need not meet all of the listed clinical care criteria.

- Programmatic development (e.g. National Accreditation Program for Rectal Cancer, Inferior Vena Cava Filter Clinic)
- Service line creation (e.g. prostate imaging, breast tomosynthesis, new Interventional Radiology procedure offering)
- Clinical trial involvement (e.g. investigator initiated, multicenter, industry sponsored)
- Tumor Board participation/liaison (e.g. Colorectal, Gynecology Oncology, Lung Cancer, Thyroid, Head and Neck, Neurology, Urology, Breast cancer, among others)

Teaching

All candidates for promotion to Associate Professor (CT) in the Department of Radiology should demonstrate excellence in education. Although some educational accomplishments are subjective, there should also be objective evidence of educational value provided to medical students, residents, fellows, and/or faculty. Examples of the standards by which educational excellence is accomplished are listed below. A candidate need not meet all of the listed educational criteria. Mentorship is considered a subjective accomplishment, and is strongly encouraged.

- Trainee evaluations: excellent scores (at least 4 out of 5) as documented by New Innovations (or similar) data
- Teaching methodology or program development (such as interactive technology)
- Teaching honors, recognitions, or awards
- Syllabi/curriculum/workshop development: content creation
- Substantial educational commitment
 - PACS-side teaching (considered part of teaching hours)
 - Resident, medical student, and/or fellow lectures
- Lecture invitations: inter-departmental or inter-institutional, societal
- Educational Committee leadership/participation: medical student and/or resident
- Mentorship: medical student, resident, fellow, graduate student

Service

All candidates for promotion to Associate Professor (CT) in the Department of Radiology should demonstrate a strong commitment to service. They should show promise of becoming leaders in their fields, which brings recognition and enhanced stature to the University. Examples of the standards by which service commitment is accomplished are listed below. A candidate need not meet all of the listed service criteria.

- Leadership and/or administrative committees: 2 or more consecutive years of membership in two substantial departmental, hospital, college, campus, or university committees is recommended (may not apply to individuals who apply for promotion less than two years following implementation of these guidelines). Committees include, but not limited to the following:
 - Radiology Leadership Committee (Departmental)
 - QI Committee (Departmental)
 - Medical Staff Executive Committee (Hospital)
 - Credentials Committee (Hospital)
 - Cancer Committee (Hospital)
 - Bylaws Committee (Hospital)

- EHR Committee (Hospital)
- Medical Ethics (Hospital)
- Medical Staff Review Board (Hospital)
- Quality/Safety/Risk (Hospital)
- Student Promotions Committee (COM Chicago)
- Committee on Student Promotions (COM)
- Curriculum Committee (COM Chicago)
- Committee on Admissions (COM)
- Committee on Instruction and Appraisal (COM)
- Committee on Research (COM)
- Committee on Student Awards and Scholarship (COM)
- Committee on Continuing Medical Education (COM and COM Chicago)
- Committee on Faculty Awards (COM)
- MSP Board of Directors (COM)
- Search committees
- Leadership positions
 - Clerkship/residency leadership (e.g. Program Director, Associate Program Director, Medical Student clerkship director)
 - Chief, Director of hospital specialty, or section head
 - Professional Society Membership/Leadership (e.g. local or regional)
- Peer review
 - Letters of support from former residents and UIH clinical faculty
- Participation in medical school interviews (2 per year prorated from the start of this guideline)
- Community outreach
- Interdepartmental Liaison

Scholarship

All candidates for promotion to Associate Professor (CT) in the Department of Radiology should demonstrate a strong commitment to scholarship and should be engaged in scholarly activity that results in substantial contributions in the field. Articles in refereed journals, case reports, review articles, abstracts, and book chapters may be considered to meet the requirement for publications in this track. The candidate need not be the senior author, but evidence of significant involvement in the work or in the preparation of the publications should be provided. The publications considered adequate to meet this requirement are fewer than in the Academic (Research/Teaching) Track. Quality of publications is more important than overall quantity. Presentation of papers at scholarly meetings or conferences, especially when the papers are screened by a review committee, or participation in national and/or international

meetings or organization of sessions for such meetings are important criteria for promotion. The receipt of external funds for research and other scholarly pursuits is encouraged but not required for promotion in this track. Examples of standards for these categories of achievement are listed below, but are not meant to be all-inclusive. A candidate need not meet all of the listed scholarship criteria.

- Participation in local and/or regional meetings (invited lectures, presentations, abstracts)
- Peer-reviewed publications (quality of publication > quantity of publications, e.g. first/last author publications more important than number of publications)
 - Mean H-index for Radiology Associate Professors is 6.2 ± 7.2 (see Rad AE et al. The H-index in academic radiology. Acad Radiol 2010; 17:817-821)
- Research grants as Principal Investigator or co-Investigator (e.g. Departmental, College, University, Societal, Foundational)
- Book chapters
- Participation in journal article review and/or editorial boards
- Societal and/or foundational committee participation and/or leadership
- Development of web or digital training modules and/or courses
- Clinical guidelines or materials for physicians
- Policy statements
- Quality Improvement efforts

Department of Radiology Guidelines for Promotion to the Rank of Professor Academic Clinical and Teaching Tenured (CT)

The Academic Clinical and Teaching (CT) tenure track is used for clinical faculty with a primary commitment to, and demonstrated excellence in, the missions of patient care, teaching, service, and scholarly activity. Appointment, reappointment and promotion in this track is achieved through the development and/or application of creative advances in medical care, the fostering of such clinical care in students, residents, fellows, and/or graduate students through teaching excellence, service to the field and/or specialty, and scholarly activity—in education or in the advancement of medical practice—leading to publications. Contributions to each area within and outside (national or international) the University will be evaluated for promotion and tenure decisions, recognizing that the quantity of work in each area will vary given differing faculty member roles, but with the expectation that the quality of work will be excellent. General goals and expectations for the missions are described in further detail below.

Patient care

All candidates for promotion to Full Professor (CT) in the Department of Radiology should be key contributors to the Department's clinical activities. Promotion to Full Professor of Radiology (CT) requires clear documentation of excellence in patient care and demonstration of a high quality and substantial clinical practice. The development of a quality practice providing the opportunity for the development of new clinical approaches and technologies is of major importance when performance is judged. Affirmation of the high quality of clinical practice may be used as an indication of peer recognition. Examples of the standards by which clinical care excellence is accomplished are listed below. A candidate need not meet all of the listed clinical care criteria.

- Programmatic development (e.g. National Accreditation Program for Rectal Cancer, Inferior Vena Cava Filter Clinic)
- Service line creation (e.g. prostate imaging, breast tomosynthesis, new Interventional Radiology procedure offering)
- Clinical trial involvement (e.g. investigator initiated, multicenter, industry sponsored)
- Tumor Board participation/liaison (e.g. Colorectal, Gynecology Oncology, Lung Cancer, Thyroid, Head and Neck, Neurology, Urology, Breast cancer, among others)

Teaching

All candidates for promotion to Full Professor (CT) in the Department of Radiology should demonstrate excellence in education. Although some educational accomplishments are subjective, there should also be objective evidence of educational value provided to medical students, residents, fellows, and/or faculty. Examples of the standards by which educational excellence is accomplished are listed below. A candidate need not meet all of the listed educational criteria. Mentorship—particularly of junior faculty—is considered a subjective accomplishment, and is strongly encouraged.

- Trainee evaluations: excellent scores (at least 4 out of 5) as documented by New Innovations (or similar) data
- Teaching methodology or program development (such as interactive technology)
- Teaching honors, recognitions, or awards
- Substantial educational commitment
 - PACS-side teaching (considered part of teaching hours)
 - Resident, medical student, and/or fellow lectures
- Syllabi/curriculum/workshop development: content creation
- Lecture invitations: inter-departmental or inter-institutional, societal
- Educational Committee leadership/participation: medical student and/or resident
- Mentorship: medical student, resident, fellow, graduate student, junior faculty

Service

All candidates for promotion to Full Professor (CT) in the Department of Radiology should demonstrate a strong commitment to service. Examples of the standards by which service commitment is accomplished are listed below. A candidate need not meet all of the listed service criteria.

- Leadership and/or administrative committees: 2 or more consecutive years of membership in two substantial departmental, hospital, college, campus, or university committees is recommended (may not apply to individuals who apply for promotion less than two years following implementation of these guidelines). Committees include, but not limited to the following:
 - Radiology Leadership Committee (Departmental)
 - QI Committee (Departmental)
 - Medical Staff Executive Committee (Hospital)
 - Credentials Committee (Hospital)
 - Cancer Committee (Hospital)
 - Bylaws Committee (Hospital)
 - EHR Committee (Hospital)

- Medical Ethics (Hospital)
- Medical Staff Review Board (Hospital)
- Quality/Safety/Risk (Hospital)
- Student Promotions Committee (COM Chicago)
- Committee on Student Promotions (COM)
- Curriculum Committee (COM Chicago)
- Committee on Admissions (COM)
- Committee on Instruction and Appraisal (COM)
- Committee on Research (COM)
- Committee on Student Awards and Scholarship (COM)
- Committee on Continuing Medical Education (COM and COM Chicago)
- Committee on Faculty Awards (COM)
- MSP Board of Directors (COM)
- Search committees
- Leadership positions
 - Clerkship/residency leadership (e.g. Program Director, Associate Program Director, Medical Student clerkship director)
 - Chief, Director of hospital specialty, or section head
 - Professional Society Membership/Leadership (e.g. local or regional)
- Peer review
 - Letters of support from former residents and UIH clinical faculty
- Participation in medical school interviews (2 per year prorated from the start of this guideline)
- Community outreach
- Interdepartmental Liaison

Scholarship

All candidates for promotion to Full Professor (CT) in the Department of Radiology should demonstrate a strong commitment to scholarship and should be engaged in scholarly activity that results in substantial contributions in the field. Articles in refereed journals, case reports, review articles, abstracts, and book chapters may be considered to meet the requirement for publications in this track. The candidate need not be the senior author, but evidence of significant involvement in the work or in the preparation of the publications should be provided. The publications considered adequate to meet this requirement are fewer than in the Academic (Research/Teaching) Track. Quality of publications is more important than overall quantity. Presentation of papers at scholarly meetings or conferences, especially when the papers are screened by a review committee, or participation in national and/or international meetings or organization of sessions for such meetings are important criteria for promotion.

The receipt of external funds for research and other scholarly pursuits is encouraged but not required for promotion in this track. Examples of standards for these categories of achievement are listed below, but are not meant to be all-inclusive. A candidate need not meet all of the listed scholarship criteria.

- Participation in national and/or international meetings (invited lectures, presentations, abstracts)
- Peer-reviewed publications (quality of publication > quantity of publications, e.g. first/last author publications more important than number of publications)
 - Mean H-index for Radiology Full Professors is 12.5 ± 10.8 (see Rad AE et al. The H-index in academic radiology. Acad Radiol 2010; 17:817-821)
- Research grants as Principal Investigator or co-Investigator (e.g. major national funding agency such as National Institutes of Health)
- Book chapters
- Participation in journal article review and/or editorial boards
- Societal and/or foundational committee participation and/or leadership
- Development of web or digital training modules and/or courses
- Clinical guidelines or materials for physicians
- Policy statements
- Quality Improvement efforts

Department of Radiology Guidelines for Promotion to the Non-tenured Rank of Associate Professor of Radiology in Clinical Discipline

The Clinical Discipline (CD) non-tenured track is used for faculty primarily involved in the missions of patient care, teaching, service and scholarly activity. For appointment, reappointment or promotion to the rank of Professor, there should be evidence that candidates have attained regional, national or international recognition for excellence in at least one of these areas. Contributions to each area will be evaluated for appointment, reappointment and promotion decisions, recognizing that the quantity of work in each area will vary given differing faculty member roles, but with the expectation that the quality of work will be excellent. All candidates for promotion to Professor in the Department of Radiology should demonstrate continued excellence in education. Although some educational accomplishments are subjective, there should also be objective evidence of educational value provided to the residents, fellows, medical students, other trainees or faculty. Some of the objective standards by which educational excellence is accomplished are listed below. A candidate does not need to meet all of the listed educational criteria. Mentorship of students, residents, fellows, other trainees and junior faculty is considered a subjective accomplishment, and is strongly encouraged.

Education

- Trainee evaluations- excellent scores (at least 4 out of 5) as documented by New Innovations (or similar) data.
- Teaching methodology development (such as interactive technology)
- Teaching honors, recognition or awards
- Substantial educational commitment
 - PACS-side teaching (considered part of teaching hours)
 - Resident, medical student and/or fellow lectures
- Syllabi/curriculum/workshop development- content creation
- Lecture invitations- interdepartmental, inter-institutional or societal
- Educational Committee leadership/participation- medical student and/or resident
- Mentorship- medical student, resident and/or fellow

Candidates applying for promotion to Professor should also demonstrate a continued strong commitment to departmental missions of scholarship and service/clinical activities. Although not required, research activity is encouraged and can be used to support an application for promotion to the rank of Professor. Standards for these categories of achievement are listed below, but are not meant to be all-inclusive.

Scholarship

- Participation in national or international meetings (invited lecture, presentations, abstracts)
- Book chapters
- Development of web or digital training modules and/or courses
- Book or journal article reviews, case reports and editorial boards
- Clinical guidelines or materials for physicians
- Policy statements
- Quality Improvement efforts
- May include peer-reviewed publications

Service/Clinical Activities

- Leadership/administrative committees- two or more consecutive years of membership (while ranked as Associate Professor) in two substantial departmental, hospital, college or university committees is recommended. (may not apply to individuals who apply for promotion less than two years following implementation of these guidelines) These committees include, but not limited to the following:
 - Radiology Leadership Committee (Departmental)
 - QI Committee (Departmental)
 - Medical Staff Executive Committee (Hospital)
 - Credentials Committee (Hospital)
 - Cancer Committee (Hospital)
 - Bylaws Committee (Hospital)
 - EHR Committee (Hospital)
 - Medical Ethics (Hospital)
 - Medical Staff Review Board (Hospital)
 - Quality/Safety/Risk (Hospital)
 - Student Promotions Committee (COM Chicago)
 - Committee on Student Promotions (COM)
 - Curriculum Committee (COM Chicago)
 - Committee on Admissions (COM)

- Committee on Instruction and Appraisal (COM)
- Committee on Research (COM)
- Committee on Student Awards and Scholarship (COM)
- Committee on Continuing Medical Education (COM and COM Chicago)
- Committee on Faculty Awards (COM)
- Faculty Academic Advancement Committee (COM)
- MSP Board of Directors (COM)
- Clerkship/residency leadership- (PD, APD, medical student)
- Chief/director of hospital specialty- section head
- Community outreach
- Community engaged products- internal papers, public documents, reports, policy recommendations
- Programmatic Development (example: National Accreditation Program for Rectal Cancer)
- Service line creation- (for example prostate MRI, breast tomosynthesis)
- Tumor Board Liaison-(for example Colorectal, Gyne Onc, Lung Cancer, Thyroid, Head and Neck, Neurology, Urology, Breast cancer)
- Interdepartmental Liaison
- Letters of support from former residents and UIH clinical faculty
- Professional Society Membership/Leadership- local, regional, national or international
- Search committees
- Participation in medical school interviews (2 per year prorated from the start of this guideline)
- Demonstration of substantial clinical practice

Research

- Peer-reviewed publications
- Quality of publication > number of publications
- Industry grants
- First or last author publications
- Research as principle investigator

Department of Radiology for Promotion to the Non-tenured Rank of Professor of Radiology in Clinical Discipline

The Clinical Discipline (CD) non-tenured track is used for faculty primarily involved in the missions of patient care, teaching, service and scholarly activity.

Contributions to each area will be evaluated for appointment, reappointment and promotion decisions, recognizing that the quantity of work in each area will vary given differing faculty member roles, but with the expectation that the quality of work will be excellent. All candidates for promotion to Associate Professor in the Department of Radiology should demonstrate excellence in education. Although some educational accomplishments are subjective, there should also be objective evidence of educational value provided to the residents, fellows, medical students, other trainees or faculty. Some of the objective standards by which educational excellence is accomplished are listed below. A candidate does not need to meet all of the listed educational criteria. Mentorship of students, residents, other trainees and fellows is considered a subjective accomplishment, and is strongly encouraged.

Education

- Trainee evaluations- excellent scores (at least 4 out of 5) as documented by New Innovations (or similar) data.
- Teaching methodology development (such as interactive technology)
- Teaching honors, recognition and awards
- Substantial educational commitment
 - PACS-side teaching (considered part of teaching hours)
 - Resident, medical student and/or fellow lectures
- Syllabi/curriculum/workshop development- content creation
- Lecture invitations- interdepartmental, inter-institutional or societal
- Educational Committee leadership/participation- medical student and/or resident
- Mentorship- medical student, resident, fellow and/or other trainee

Candidates applying for promotion to Associate Professor should also demonstrate a strong commitment to departmental missions of scholarship and service/clinical activities. Although not required, research activity is encouraged and can be used to support an application for promotion to the rank of Associate Professor. Standards for these categories of achievement are listed below, but are not meant to be all-inclusive.

Scholarship

- Participation in local or regional meetings (invited lecture, presentations, abstracts)
- Book chapters
- Development of web or digital training modules and/or courses
- Book or journal article reviews, case reports and editorial boards
- Clinical guidelines or materials for physicians
- Policy statements
- Quality Improvement efforts
- May include peer-reviewed publications

Service/Clinical Activities

- Leadership/administrative committees- two or more consecutive years of membership in two substantial departmental, hospital, college or university committees is recommended. (may not apply to individuals who apply for promotion less than two years following implementation of these guidelines) These committees include, but not limited to the following:
 - Radiology Leadership Committee (Departmental)
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 - Curriculum Committee (COM Chicago)
 - Committee on Admissions (COM)

- Committee on Instruction and Appraisal (COM)
- Committee on Research (COM)
- Committee on Student Awards and Scholarship (COM)
- Committee on Continuing Medical Education (COM and COM Chicago)
- Committee on Faculty Awards (COM)
- Faculty Academic Advancement Committee (COM)
- MSP Board of Directors (COM)
- Clerkship/residency leadership- (PD, APD, medical student)
- Chief/director of hospital specialty- section head
- Community outreach
- Community engaged products- internal papers, public documents, reports, policy recommendations
- Programmatic Development (example: National Accreditation Program for Rectal Cancer)
- Service line creation- (for example prostate MRI, breast tomosynthesis)
- Tumor Board Liaison-(for example Colorectal, Gyne Onc, Lung Cancer, Thyroid, Head and Neck, Neurology, Urology, Breast cancer)
- Interdepartmental Liaison
- Letters of support from former residents and UIH clinical faculty
- Professional Society Membership/Leadership- local, regional, national or international
- Search committees
- Participation in medical school interviews (2 per year prorated from the start of this guideline)
- Demonstration of substantial clinical practice

Research

- Peer-reviewed publications
- Quality of publication > number of publications
- Industry grants
- First author publications
- Research as principle investigator

Ranks not covered under this document

Department of Radiology follows College of Medicine guidelines for tracks that are not specifically covered under this document.