

Guideline for Rush University College of Health Sciences – Promotion, Tenure and Appointments

Please consider the below criteria as you consider your recommendation for the candidate

ASSOCIATE PROFESSOR (Tenure Track)	
General Guidelines	
Peer recognition as an emerging national or international leaders in their field	
A minimum of five years in the rank of Assistant Professor at Rush University or equivalent.	
Academic credentials earned doctoral degree is required. Special consideration for applicants with a master's degree will be evaluated on a case-by-case basis.	
Evidence of scholarly achievement reflected in peer recognition of works from original research, clinical observations, educational programs, etc.	
Significant accomplishments in at least three of the four criteria for promotion: scholarship, teaching and mentoring, professional practice and service.	
Accomplishments in teaching and mentoring, scholarly activities and clinical service are weighed the most	
Scholarship –evidence may include	
Evidence of consistent and increasing ability to generate and disseminate new knowledge	
Authorship / editorship contributions to the scientific literature (textbooks, journal articles, special issues)	
Authorship/ editorship contributions to the education literature (texts, book chapters, book reviews)	
Principle investigator or co-investigator on at least one externally funded grant	
Leadership role at professional/scientific meetings and/or scholarly activities of professional societies	
Reviewer or editorial board member of professional/scientific journals recognized by the profession	
Consistent submission of research funding proposals and maintenance of external support	
Teaching and Mentoring – evidence may include	
Evidence of consistent and increasing ability to teach effectively at the university level and of potential for educational leadership	
Service as course director	
Innovative teaching, including creative approaches, new teaching/learning and assessment methods, and more effective ways of engaging students	
Development of new courses or major redesign of existing courses	
Recognition within the University as content expert in areas taught	
Involvement in program and curriculum development	
Participation in continuing education activities	
Awards, prizes and other formal honors recognizing outstanding teaching, mentoring, advising, or service as a preceptor	
Peer-reviewed publications on program and curriculum development, teaching, mentoring, advising, supervision of practicum, or internships	

Professional Practice – evidence may include	
Recognized excellence in professional practice	
Documentation of board certification, specialty certification, fellowship status, etc. as appropriate to one's profession	
Invited speaker for in-service, professional practice rounds, community functions	
Coordination of in-services or professional practice rounds	
Representation of Rush at local, state and national meetings of practitioners	
Participation in Rush and community health fairs and other community functions, internally and externally	
Service – evidence may include	
Evidence of consistent and increasing participation in professional organizations, and institutional and community service activities, with potential for leadership role(s)	
Hold fellowship or equivalent senior membership in at least one major professional organization profession	
Hold committee, liaison or task force memberships in the major national professional organizations or government advisory panels and task forces	
Hold leadership positions (officer, committee chair, task force chair) in local, national or international professional associations	
Help organize, chair or present at invited or refereed sessions at local, national or international associations	
Peer review panel or editorial board member for professional/scientific journal	
Hold a leadership position on a college or university committee(s)	
Participate in major institutional special activities such as program or university accreditation	
Presentations and liaison to community groups related to his/her field	
Presentations or submissions for governmental hearings or media events	
Professional consultations to other organizations in his/her field	
Participation with voluntary or governmental accreditation/licensing panel(s) for individuals or institutions (e.g., accreditation reviewer, site visitor, examiner)	