

Evaluation Criteria for Appointment & Promotion

TEACHING DOMAIN

CATEGORY	ACTIVITY	QUALITY INDICATORS	METRICS
Publications & Presentations	<ul style="list-style-type: none"> Publish manuscripts, books, book chapters Present at academic conferences and invited lectures 	<ul style="list-style-type: none"> Publications Abstracts Curriculum Vita Teaching Dossier 	<ul style="list-style-type: none"> Publications (#) Quality of publications (e.g. citations) Primary, senior authorship Presentation Forum (e.g. podium, plenary, poster)
Instruction	<ul style="list-style-type: none"> Scheduled Course or Class Lecture Small Group Leader-Tutor Laboratory Self-directed Learning Workshops Simulation Preceptor in a clinical setting 	<ul style="list-style-type: none"> Student evaluations <ul style="list-style-type: none"> Teaching effectiveness Learning environment Teaching Awards Recognition as expert in medical education <ul style="list-style-type: none"> Invited presentations, workshops related to (bio)medical education Academy of Medical Educators 	<ul style="list-style-type: none"> Learner ratings (mean) Student comments Peer-reviewed invited presentations (#, scope) Teaching Awards (#, type) Academic performance; success of students
Mentoring & Advising	<ul style="list-style-type: none"> Career advising Personal advising Learner educational research or project advising/supervision 	<ul style="list-style-type: none"> Student evaluations <ul style="list-style-type: none"> Teaching effectiveness Learning environment Serving as a House Dean Teaching Awards 	<ul style="list-style-type: none"> Performance/ career success of students (e.g. achievement of career goals, academic appointments, grants, publications etc.) Teaching Awards (#, type)
Learner Assessment	<ul style="list-style-type: none"> Create and/or develop assessment instruments, tests such as: <ul style="list-style-type: none"> simulation assessment observation & feedback checklist standardized patient encounter with feedback empathy scale/ instrument etc. 	<ul style="list-style-type: none"> Feasibility, reliability and validity of instruments, tests Student evaluations/ feedback <ul style="list-style-type: none"> Formative Summative Narratives Midpoint review sessions Progress note review 	<ul style="list-style-type: none"> Peer review & dissemination instruments/ tests Learner ratings (mean) Student comments
Curriculum Development	<ul style="list-style-type: none"> Formulating/writing goals and objectives Designing teaching tools, methods, materials, modules Involvement in curricular committees and <i>ad-hoc</i> work groups 	<ul style="list-style-type: none"> Student evaluations of: <ul style="list-style-type: none"> Clarity of objectives Course content reflecting the objectives Course organization Overall course quality Clinical relevance of content 	<ul style="list-style-type: none"> Learner ratings (mean) Student comments Peer review & dissemination of curricula: <ul style="list-style-type: none"> Objectives Syllabus Innovation Publication (e.g. MedEd Portal)

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RESEARCH DOMAIN			
CATEGORY	ACTIVITY	QUALITY INDICATORS	METRICS
Grants & Funding	<ul style="list-style-type: none"> • Prepare grant proposals related to educational research, program development, curriculum implementation • Submission of competitive grant proposals • Director of an independent research program 	<ul style="list-style-type: none"> • Independent research (PI, Co-PI) • Funding success • Membership in peer review bodies (review panels or study sections of the NIH, FDA, DoD) 	<ul style="list-style-type: none"> • Grant awards <ul style="list-style-type: none"> - Size (\$) - Scope (multi-institution) - Continuity of funding - Competitiveness • Leadership (PI-Co-PI) • Senior author publications
Scholarship in Investigation	<ul style="list-style-type: none"> • Research productivity • Independent research program • National/International reputation • Leader in field • Innovative research 	<ul style="list-style-type: none"> • Peer-reviewed publications • Senior author publications • PI, Co-PI of grants • Abstracts, reviews • Books (edited or authored) • Invited presentations (national, international) • Leadership role in professional organizations 	<ul style="list-style-type: none"> • Year over year publication rate • Journal impact factor • Citation Indices • Patents (new technologies/treatments) • Extramural evidence of research innovation; recognized expert
Scholarly Approach to Education	<ul style="list-style-type: none"> • Participation in evaluation of new courses/programs • Prepare, deliver, participate in continuing education or faculty development • Critical appraisal of teaching methods • Educational Research • Continuous Quality Improvement 	<ul style="list-style-type: none"> • Student evaluations • Student performance • Demonstrates interest in life-long learning • Attends internal & external Faculty Development sessions <ul style="list-style-type: none"> - NYMC SOM (e.g. Med Ed Grand Rounds) - AAMC National Meeting • Pursues/obtains educational degree(s), certificates 	<ul style="list-style-type: none"> • Improvements in student evaluations of teaching • Improvement in course/program outcomes
Scholarly Approach to Patient Care	<ul style="list-style-type: none"> • Participation in/ Direction of Clinical Research and/or Clinical Trials 	<ul style="list-style-type: none"> • Peer-reviewed clinical/translational publications • National/international reputation 	<ul style="list-style-type: none"> • Peer-reviewed funding to support innovations that influence clinical practice nationally and/or internationally

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SERVICE DOMAIN

CATEGORY	ACTIVITY	QUALITY INDICATORS	METRICS
Administration & Leadership	<ul style="list-style-type: none"> • Serve as local course/ clerkship director • Local accreditation work • Service on local/regional, national or international committees • Program Leadership <ul style="list-style-type: none"> - Planning Committee (e.g. abstract review, local organizer for national meeting etc.) - AAMC Committee member • Grant Reviewer • Editorial Review 	<ul style="list-style-type: none"> • Participation in course/clerkship meetings, fulfilling position description expectations etc. • Program accreditation and outcomes • Committee Leadership (e.g. chair, co-chair) • Organizational governance (e.g. president, secretary, treasurer etc.) • Editorial Board (e.g. membership, editor-in-chief etc.) 	<ul style="list-style-type: none"> • Course/clerkship outcomes <ul style="list-style-type: none"> - Student evaluations - GQ - NBME performance - Step 1, 2CS, 2CK - Program Director Survey • Program outcomes • Degree of service and impact on boards and committees (e.g. position, length of service, scope of work, committee accomplishments etc.) • Impact factor journal, book/ book chapter reviews etc.
Patient Care	<ul style="list-style-type: none"> • Service on national or international committees developing guidelines and policies in areas of clinical expertise • Development of innovative approaches to diagnosis or treatment 	<ul style="list-style-type: none"> • Recognition as expert in field of clinical medicine <ul style="list-style-type: none"> - Invited presentations at other institutions - Workshops related to medical or biomedical education - Editor of a journal 	<ul style="list-style-type: none"> • Leadership role related to area of clinical expertise • Awards for contributions and/or innovation in an area of clinical expertise
Patient Education	<ul style="list-style-type: none"> • Development of material related to health conditions for use by patients • Development of programs and materials that improve health literacy and educate the public about biomedical sciences • Writing of books, magazines, newspapers, health letters or websites on issues related to health • Presenting health related educational information via radio, TV, podcasts to the public 	<ul style="list-style-type: none"> • Service to communities that improves the health of populations • Invitations to speak to lay audiences on health-related topics 	<ul style="list-style-type: none"> • Awards recognizing contributions to patient and community service and/or public health • Membership on advisory boards of lay health-related organizations or government committees evaluating health-related issues. • Development and dissemination of patient education materials