

**COLLEGE-WIDE APT COMMITTEE CRITERIA FOR PROMOTION
BASIC SCIENCE FACULTY
COLLEGE OF MEDICINE
HOWARD UNIVERSITY**

**APPROVED AT THE COLLEGE OF MEDICINE FACULTY SENATE MEETING OF
NOVEMBER 4, 2002**

Research Productivity – The Committee will evaluate individuals seeking promotion on their research productivity. We state below the college-wide *minimum* requirements sought by the COM APT Committee. We acknowledge that some departments require more rigorous standards and encourage them to continue to do so. In the event that an individual does not meet the minimum requirements set forth below, we ask for them, their departmental APT Committee and their Chairman to justify their recommendations whether they be positive or negative. The Committee will continue to evaluate an individual candidate's research based on work done since their initial appointment at Howard, or when appropriate, since their last promotion at Howard University. If senior authorship is not 1st authorship on listed publications, the COM APT Committee wishes a justification for accepting the senior authorship with evidence that the individual was the principal force driving the research and that they had secured funding as a PI on the grant supporting that research. The candidate needs to clearly show that they have established an independent research program and have been successful in securing extramural funds for that program.

Research Grants:

Grant support sufficient to support research. For tenure at the associate professor rank, at least one extramural grant with sustained effort. For promotion to Professor, a clear track record as a P.I. with sufficient funding to sustain a research program.

MUST BE DOCUMENTED WITH XEROX COPY OF GRANT AWARD LETTER

Publications (peer reviewed journal or edited volume contributions): MINIMUM CRITERIA

Assist-Assoc Prof. With tenure: Minimum 4 peer-reviewed publications, senior author on 3, 1 as joint author.

Assoc-Professor: additional 8, 5 as senior author, 3 as co-author

In press papers will be accepted as publications when accompanied by letter from journal/volume editor

MUST INCLUDE FIRST PAGE OF PUBLICATION IN PROMOTION PACKAGE

Scholarship (invited book chapters, published abstracts, posters):

- 1 abstract/poster at national or international conference for associate professor with tenure. Comparable record for professor, but in addition, recognition at the national/international level as having achieved the status of being a prominent scholar.**

Creative Activities (invited talks, seminars, invitations, media presentations etc.) List herein:

Teaching:

- 1. Student evaluations: numerical score average (1-5), when applicable**
- 2. Peer evaluations:**
- 3. Teaching awards: type of award, year**
- 4. Coordinatorships (course[s], year[s])**

College-Wide Apt Committee Criteria for Promotion

Basic Science Faculty

College Of Medicine

Howard University

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Professional Development:

As deemed suitable by department and field–distinguished societies.

Service:

- 1. Department**
- 2. College**
- 3. University**
- 4. Extramural**

For promotion to associate professor, should have involvement in departmental and college committees. For promotion to professor, should also have had involvement in university committees and national and/or international organizations appropriate to the individual's discipline. Grant review committee.

Additional Contributions: