



UNC  
SCHOOL OF MEDICINE

# WELCOME New Faculty!

# Orientation Guide

These materials are intended to orient new faculty to the University of North Carolina School of Medicine and provide resources for additional information.

Topics covered in this slide deck include:

- » Appointments, Promotion, and Tenure: 101



# Appointments, Promotion, and Tenure: 101

# Tracks and Positions



# Tracks and Positions

TRACKS	TENURE	FIXED TERM
<b>Ranks</b>	Assistant Professor Associate Professor Professor	Clinical/Research Instructor Clinical/ Research* Assistant Professor Clinical/ Research* Associate Professor Clinical/ Research* Professor
<b>Areas of Excellence</b>	Research Clinical Scholarship Educational Scholarship	Research Clinical Activity Teaching Administration Community Professional Service

\* These modifiers should be used during this administrative process.



# Criteria for Promotion

## **Guidelines for Appointment, Reappointment and Promotion of Faculty**

School of Medicine University of North Carolina at Chapel Hill  
(Revised January 2014)

<http://www.med.unc.edu/hr/epa/files/unc-som-apt-guidelines-2014>



# All Faculty

- Contribute to the teaching missions of SOM
- Be productive
- Be good citizens
- Meets defined expectations of home department
  - » Service time
  - » Grants
  - » Publications
  - » Teaching efforts

# Helpful Hints and Resources





# Easing the Adventure

- Decide on your area of excellence/expertise early. The expectations differ.
- Read the guidelines, yearly.
- Document. Document. Document.
  - » Keep CV up to date
    - Have several colleagues proof and critique
  - » Review activities statements yearly or more frequently
  - » Keep track of all teaching activities, evaluations from peers/learners
- Get mentors
  - » Someone you trust who will give you the hard, cold truth
- Review progress with your supervisors
  - » Division chief, vice-chair of faculty affairs, chair
- Know your timeline and stay on-track. Ask questions. Self-advocate - remind your department.
- SOM and University APT Committees are elected, and members known. Seek their assistance, if you have a question.



# Resources

- SOM Human Resources Website:
  - [Faculty Appointments, Promotions, and Tenure](#)
  - [Standardized CV Format Guide](#)
  - [Teaching Portfolio Resources](#)
- UNC Office of the Executive Vice Chancellor and Provost:
  - [Faculty Policies, Procedures, and Guidelines](#)
  - [Promotion and Tenure 101](#)
- Center for Faculty Excellence:
  - [Tenure and Promotion at Carolina: A Quick Guide for New Faculty](#)



# Key Points of Contact

## SOM Human Resources:

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HR Liaison for the Associate and Full  
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