

UNIVERSITY OF CALIFORNIA SAN DIEGO
SKAGGS SCHOOL OF PHARMACY AND PHARMACEUTICAL SCIENCES

Criteria for Appointment and Promotion in the SSPPS: NS/VOL Clinical Series

Definition

Appointees in the clinical series teach the application of clinical and basic-translational sciences to clinical practice in all areas of patient care. Voluntary faculty are those who receive no University or VAH compensation; "Others" are salaried in a non-professional title and will be referred to as non-salaried.

Appointment Titles

- A. Appointments in the Non-Salaried/Voluntary Clinical Professor series may be made to the following ranks:
 - 1. HS Clinical Instructor, Non-Salaried/Voluntary
 - 2. HS Assistant Clinical Professor, Non-Salaried/Voluntary
 - 3. HS Associate Clinical Professor, Non-Salaried/Voluntary
 - 4. HS Clinical Professor, Non-Salaried/Voluntary
- B. The usual course of advancement is in the rank order as given above.
- C. Appointed non-salaried/voluntary faculty are permitted to use the official title to acknowledge an association with the University during the term of the appointment. The title should be used only in conjunction with the part of the medical or pharmacy practice that is affiliated with the University of California.

Criteria for Appointment

- A. Appointee must contribute significantly to the clinical teaching program in the Skaggs School of Pharmacy and Pharmaceutical Sciences or School of Medicine. The level of contribution required is a minimum of **fifty hours** of service per academic year and is further defined in Section IV.
- B. Appointee normally shall have a Doctor of Pharmacy (Pharm.D.) Doctor of Medicine (M.D.) or Ph.D. degree and usually meet licensure requirements in accordance with the laws of the State of California. Appointees without a doctoral degree may be considered as exceptions.

Clinical Instructor

- 1. Documented education and clinical training.
- 2. Documented peer-evaluated knowledge and skill in clinical practice, reflecting professional competence and activity.
- 3. Reputation of excellence in pharmacy or medical practice and/or education communities.
- 4. Anticipated contribution to Skaggs School of Pharmacy and Pharmaceutical Sciences or School of Medicine programs.

Assistant Clinical Professor

In addition to the above with at least 2 years of experience at the Clinical Instructor rank, or equivalent, and the following:

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1. Peer and student-evaluated teaching ability, quality and years of service.
2. Cumulative or anticipated contribution to School of Pharmacy and Pharmaceutical Sciences or School of Medicine programs.
3. Contributions to the professional literature and/or other creative activity.
4. Service to professional organizations, the University and the community.

Associate Clinical Professor

In addition to the above with at least 8 years of experience at the Assistant Clinical Professor rank, or equivalent, and the following:

1. Peer and student-evaluated teaching ability, quality and years of service.
2. Cumulative or anticipated contribution to Skaggs School of Pharmacy and Pharmaceutical Sciences or School of Medicine programs.
3. Contributions to the professional literature and/or other creative activity.
4. Service to professional organizations, the University and the community.

Clinical Professor

In addition to the above with at least 6 years of experience at the Associate Clinical Professor rank, or equivalent, and the following:

1. Peer and student-evaluated teaching ability, quality and years of service.
2. Cumulative or anticipated contribution to Skaggs School of Pharmacy and Pharmaceutical Sciences or School of Medicine programs.
3. Contributions to the professional literature and/or other creative activity.
4. Service to professional organizations, the University and the community.

Criteria for Maintaining Appointment

- A. It is the Department Chairperson's responsibility to assure that the non-salaried/volunteer clinical faculty member is participating in the programs of the Department with the quality expected. **Fifty hours** of service per academic year are the required minimum for continuation of appointment. The Department Chairperson must document each academic year that the clinical faculty member has contributed service by active and direct participation in the following area(s):
 1. Teaching or supervision of pharmacy and/or medical students, residents, postgraduate students in the health sciences and/or
 2. Patient care at the University hospitals or affiliated programs which involve the teaching of pharmacy and/or medical students, residents, postgraduate students in the health sciences and/or
 3. Development and preparation of teaching programs for pharmacy and/or medical students and/or postgraduate pharmacists and/or physicians.
- B. Periodically, all students, fellows and residents will be asked to complete evaluations on voluntary faculty with whom they worked. Considerations include time and quality of teaching.

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- C. Mere attendance at conferences will not be considered active participation unless the clinical member plays a significant and ongoing role in the teaching effort of the conference. Participation will be assessed by report of Clinical Faculty Activity Report

Criteria for Reappointment Review

- A. The maintenance criteria listed in IV above will be used to determine eligibility for reappointment. If the criteria are not met, the faculty member will be notified of which criteria that have not been met. A subsequent review will be conducted within three years. If the subsequent review also indicates that the criteria have not been met, then the appointment will be terminated.
- B. At the time of each review, a Clinical Faculty Activity Report for each year being reviewed will be requested from each volunteer faculty. The statement is to include how the maintenance requirements have been met. These statements will be compared to the evaluation forms regarding the voluntary faculty member's contribution towards the requirements as submitted by medical/pharmacy students and residents.
- C. Each voluntary faculty should be expected to attain an average teaching evaluation rating score of 3 or above to qualify for reappointment. (Or other similar supporting documentation.)

Criteria for Promotion

- A. Time of service to be eligible for promotion from Clinical Instructor, voluntary to Assistant Clinical Professor, voluntary will usually be three years at the Clinical Instructor, voluntary rank; time of service for promotion to Associate Clinical Professor, voluntary will usually be eight years at the Assistant Clinical Professor, voluntary rank; and time of service to be eligible for promotion to Clinical Professor, voluntary will usually be at least six years at the Associate Clinical Professor, voluntary rank.
- B. Recommendations for promotions are to be reviewed by the Departmental *ad hoc* committee as needed and will be based on the quality and quantity of participation. An average teaching evaluation rating score of 4 or greater is required for promotion. (Or based on other similar supporting documentation.) Criteria to be reviewed for promotion are those listed for initial appointment in III.
- C. A letter summarizing *ad hoc* committee review, specifically identifying objective and measured performance will be prepared for each candidate.
- D. Each voluntary faculty is expected to attain an average teaching evaluation rating score of 4 or above to qualify for promotion. (Or other similar supporting documentation.)