**School of Medicine Department P&T Committee Recommendation Form**

**Candidate & Promotion Information**

|  |  |
| --- | --- |
| **Candidate name** |  |
| **Department** |  |
| **Courtesy or joint appointment (if applicable)** |  |
| **Current rank** | Choose an item. |
| **Proposed rank** | Choose an item. |
| **Current tenure status** | Choose an item. |
| **Proposed tenure status** | Choose an item. |
| **Faculty track** | Choose an item. |
| **Years in rank at UVA** |  |
| **Years in rank at prior institution (if applicable)** | Institution name:Rank:Years in rank: |

**Department P&T Votes**

In favor:

Against:

Abstain:

**Date of Vote**:

**Department committee members present for vote** with rank at or above the candidate’s proposed rank; only tenured faculty can discuss and vote on tenure eligible and tenured candidates. Add additional rows for more members.

|  |  |  |
| --- | --- | --- |
| **Committee Member Name** | **Rank** | **Tenure Status** |
|  | Choose an item. | Choose an item. |
|  | Choose an item. | Choose an item. |
|  | Choose an item. | Choose an item. |
|  | Choose an item. | Choose an item. |
|  | Choose an item. | Choose an item. |

**Personal Statement Requirements**

***All candidates are required to add two statements within their personal statement. Please indicate if the candidate included these.***

1. Described engagement with learners in their mission area of excellence (clinical, research, education, community).
	1. Yes
	2. No
2. Provided a brief self-evaluation regarding adherence to ASPIRE values. Candidates should describe their contributions to at least one of the ASPIRE values (Accountability, Stewardship, Professionalism, Integrity, Respect, Equity).
	1. Yes
	2. No

**Requirements for this Promotion**

**Areas of Excellence**

For each of the relevant domains, evaluate the evidence for excellence. Provide the committee’s analyses of the strengths and weaknesses of the case, pointing out major contributions, significance, impact, productivity, and outcomes. [Please refer to criteria for each track](https://med.virginia.edu/faculty-affairs/advancement/faculty-tracks/) to provide examples of activities that demonstrate excellence. *There is no need to reproduce the CV.*

**Clinical**:

**Education:** Refer to education portfolio.

**Research**: Include assessments about funding, publications, intellectual property, and future directions.

**Scholarship:** Briefly summarize significance and impact of scholarship, including contributions to team science.

**Reputation:** Briefly summarize evidence for local, regional, national and/or international levels; emerging or established pointing out the strengths and weaknesses.

**Referee Letters**

**NOTE:** Independent (arm’s length) letters are NOTrequired for promotions to **Associate Professor** on the Clinical Faculty, Research Faculty-Support, and Instructional Faculty tracks.

**Number of independent (arm’s length) letters** (if applicable):

**Significant quotes from independent reviewers** (if applicable; please identify the referee):

**Significant quotes from non-independent reviewers:**

**Address any negative letters or critical comments (REQUIRED)** and how the letters influenced the committee’s recommendation:

**Contributions and significance of service for Dept, SOM/HSC, UVA, regional/state, national, international** (indicate leadership roles):

**Summary of the committee’s evaluation, including rationale for the recommendation, addressing any negative votes (REQUIRED), and other comments**:

**Recommendations for next P&T action** (does not apply to candidates being promoted to professor):