

# **MEDICAL SCHOOL GUIDELINES ON RESEARCH FACULTY**

## **Introduction**

These guidelines outline the rationale employed by TUSM for appointing individuals to its faculty whose primary activity is research and further describes the academic activities that are appropriate for such faculty.

TUSM may appoint individuals as non-tenure track faculty whose primary activity is research. Although such an appointment does not offer an option for tenure, it is possible that research faculty members might at some time apply for and be appointed to the tenure track following established University procedures for recruitment, appointment, hiring and eventual consideration for tenure.

## **Activities of Research Track Faculty**

The Research Tracks are intended for researchers whose experience and interests are compatible with the needs of existing research programs and who have the potential to gain some degree of independence in their research endeavors. Research track faculty members' work is expected to result in peer-reviewed publications. Funding for their research programs should be derived primarily from national granting agencies. Some degree of independent extramural grant support will be expected within three years of the initial appointment.

In addition to conducting research, these faculty members will participate in mentoring of students and other learners as may be directly beneficial to their externally funded research projects. They are not generally expected to participate in formal educational programs but their participation in such programs may be deemed advisable because of their particular expertise. These activities must be approved in advance by both the appropriate chairperson and by the Dean or his/her designee and financial support for these activities must first be identified and must derive from intramural sources.

Because of their primary focus on research, members of the research track faculty will not be required to teach or administer courses or seminar series or supervise theses or doctoral dissertations. They may, however, serve on advisory committees for graduate students, provided financial support for this effort is identified from intramural sources. Research track faculty do not serve on department, School, or University committees and are not assigned to administrative tasks beyond those which are directly necessary for the conduct of their own research.

## **Criteria for Appointment and Reappointment**

Normally, research track faculty will be expected to hold a terminal degree in the discipline in which they hold appointment or in a related discipline that is pertinent to their research activities.

Research track faculty at the School of Medicine are usually appointed for a one-year period. Appointments made during a given fiscal year will expire at the end of the following fiscal year or upon expiration of funding that supports the position, whichever comes first. Recommendations for consecutive appointment must be submitted within 90 days of the current appointment expiration date by the department chairperson and/or center director for review by the Finance Office, the Associate Deans for Research and Faculty Affairs and review and approval by the Dean. Notice to the research faculty of consecutive appointment should be made within 60 days of the existing appointment expiration date.

At the time of the initial appointment and at each reappointment the responsibilities of the faculty member will be clearly defined in writing. The statement of responsibilities will be used as specific criteria upon which to judge that faculty member's performance and his/her eligibility for consideration for subsequent reappointment or promotion.

It is expected that salary and benefits for research track faculty will be funded primarily through extramural grants. Faculty effort in necessary research administrative duties may not be charged to sponsored programs unless permitted by the agency. If the administrative effort is non-allowable on the sponsored project, then this effort must be funded through appropriate research-designated intramural funds. In all cases, there must be sufficient funds, from intramural and/or extramural grant sources, to support the individual's salary and benefits through the term of appointment.

Because appointments of research track faculty are contingent upon funding and may be terminated when the funding ceases, indefinite continuity of appointment at any rank should not be assumed. The appointment will end on the termination date specified in the letter of appointment, unless written notification of reappointment is provided. There is no obligation on the part of the University to provide additional notice of non-renewal or termination of appointment.

Consecutive appointment of any research track faculty member depends upon:

- Sufficient funding for the faculty member's salary and benefits during the term of reappointment. The availability of extramural grant funding for the individual's direct research efforts will be an important criterion.
- The quality and independence of their research efforts. Faculty members will be permitted up to three years from their initial appointment to generate independent extramural grant funding, defined as external financial support for direct and indirect research costs generated as a principal investigator.
- Evidence of scholarly activity as evidenced by publication of peer-reviewed research articles.

### **Criteria for Promotion in Rank**

As with other faculty, promotion for individuals appointed to the research faculty is awarded for excellence in the responsibilities described in the initial appointment letter and letters of consecutive appointment. One major criterion for promotion of research faculty shall be excellence in the performance of independent research.