

Appointment and Promotion Criteria Regular-Research Faculty *Otolaryngology – Head & Neck Surgery*

Professionalism

UW Medicine and the Department of Otolaryngology – Head & Neck Surgery is committed to excellence in professional conduct, including integrity, respect, compassion, accountability, collegiality, and altruism. Faculty members in the School of Medicine are expected to demonstrate professionalism in all aspects of their work. Evaluation of professional conduct will be a component of departmental academic assessments and will be considered in the promotion process.

Diversity

At the University of Washington, diversity is integral to excellence. We value and honor diverse experiences and perspectives, strive to create welcoming and respectful learning environments, and promote access, opportunity and justice for all.

Accordingly, the University of Washington and the School of Medicine are committed to supporting activities that enhance diversity, equity, and inclusion. As stated in the UW faculty code (Chapter 24, Section 24-32), “In accord with the University’s expressed commitment to excellence and equity, any contributions in scholarship and research, teaching, and service that address diversity and equal opportunity shall be included and considered among the professional and scholarly qualifications for appointment and promotion outlined below.”

While not all faculty need to make concrete and demonstrable contributions in this regard in order to be appointed and promoted, those faculty who do so will be recognized for these contributions, and such contributions will be included in their portfolio.

Assistant Professor

Appointment to the rank of Assistant Professor requires completion of a doctoral degree (MD, PhD, or equivalent). Physician faculty who will be participating in patient care must have completed residency training and be eligible for board certification prior to appointment. For those in non-clinical positions, postdoctoral training consistent with a commitment to an academic career is required for appointment at this rank. Evidence of academic interest with an area of focus is desirable.

Associate Professor

Appointment or promotion to the rank of Associate Professor requires current

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documented success in teaching and research. Patient care activities will also be evaluated when appropriate as will institutional, departmental, and community service activities. Administrative leadership may also be considered, but it is not required. In research, evidence of important scholarly contributions is essential and should indicate a consistent and currently active record of independent thought and an area of concentrated effort. Such contributions should consist of, but are not restricted to, publications in peer-refereed journals. Educational and program development activities such as book chapters, review articles, CME courses, and written or audiovisual educational materials will be considered, as will the individual's involvement in teaching and training activities at the University of Washington (not necessarily limited to the Department of Oto-HNS). A record of successful grant funding will also be of considerable importance. For those involved in clinical teaching and patient care, student and peer evaluation to document performance is required. Excellence in clinical care, teaching and administrative contributions will not substitute for scholarly contributions. For those involved in patient care, certification by the appropriate specialty board or Certification of Clinical Proficiency is required prior to promotion to this rank. Quality and quantity in all areas of endeavor will be considered.

Professor

Promotion or appointment to the rank of Professor requires outstanding, mature, currently active scholarship with evidence of national and international recognition for scholarly activities. Recognition for other than scholarly activities will not substitute for scholarship. Other criteria for this rank are an extension of those elaborated for Associate Professor regarding excellence in education, administration, service to the institution, the region, and at the national level.

Research Assistant Professor, Research Associate Professor and Research Professor

Promotion or appointment in the Research track requires the same scholarship, service, grant funding and contributions to Departmental programs elaborated above. Appropriate participation in the training goals of the Department (excepting didactic teaching) is also expected.