The UW School of Medicine Appointments and Promotions Council
Overview of process and What it means for you

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Why care about the School A & P council?

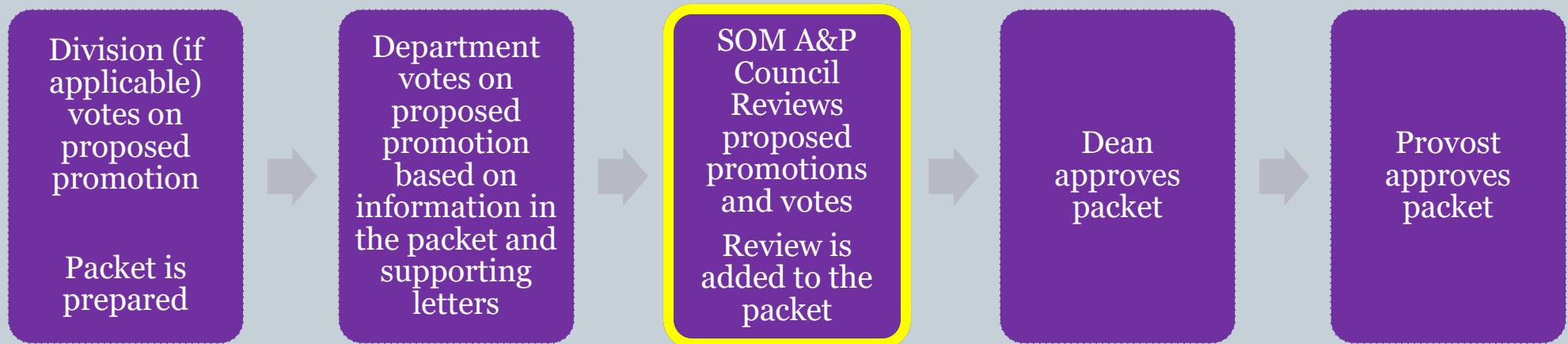**Because to be promoted, it is a key step in the process**

Understanding the process will help you navigate your promotions or provide counsel/mentorship to others

Add transparency and resources for questions

Promotion Process

| Division (if applicable) votes on proposed promotion

Packet is prepared | → | Department votes on proposed promotion based on information in the packet and supporting letters | → | SOM A&P Council Reviews proposed promotions and votes

Review is added to the packet | → | Dean approves packet | → | Provost approves packet |

Promotion Process

Appointment and Promotion Committees

Departmental Appointment and Promotion Committees help define criteria for appointment and promotion

Those criteria have commonalities as dictated by Faculty Code and the SOM

They are otherwise unique to the Department

Are approved by A&P Council and the SOM

All Department voting faculty vote on appointments and promotions (based on rank)

School of Medicine A & P Council

One of a few "governance councils" in the SOM

Professors who are not Department chairs

    not more than one per Department, regardless of Department size

Starting in 2026, there will be an Associate Professor council to review promotions to associate professor

    Addition of Clinical Faculty Track adds too many additional promotions to review

It serves as peer review on behalf of the SOM, outside of the home Department

Is observed by ex-officio (non voting) members

Communications are confidential

What do we look at?

Promotion criteria for 32 Departments, SOM Guidelines, UW Faculty Code

Individual faculty packets, including CV, letters, evaluations, personal statements

Each packet is reviewed by two members, one primary, one secondary

Review template filled out, will become part of the packet

Information in the Review Template
the review is DETAILED, everything is looked at

Candidate name and other basic information (dept, etc)

Promotion being proposed

Departmental faculty vote

Educational Background

Research

Teaching

Clinical

Service

Letters of evaluation

Contributions to Equity, Diversity and Inclusion (optional)

Professionalism

Assessment and Recommendation

School of Medicine A & P Council

190 promotions last year, reviewed in fall/winter (57 mandatory, 133 non-mandatory)

The vast majority only celebrate the faculty member accomplishments

Over 90% of packets are clearly outstanding or routine, thus do not require in depth discussion

<7% are challenging and require discussion

What do you mean by "challenging"????

Significant number of no votes in division or department

More than one unfavorable referee letter

Poor evaluations without evidence of improvement

Professionalism concerns

Lack of clearly demonstrated independence

Unexplained variability

Concerns that some aspect of promotion criteria are not met

Trajectory

SOME RELATIVELY COMMON ISSUES THAT ARISE THAT HAVEN'T ALREADY BEEN DISCUSSED

Forms of scholarship

Sometimes scholarship can be nontraditional in a field

For example, Conference Proceedings in informatics are full journal papers and can be significantly more competitive than journal papers

Indicate this in Self Assessment or Chair's letter

How can you help yourself succeed in the process?

Use your mentors! Talk to your Chair.

Understand your story in the context of promotion
    where it is 'usual' and where it isn't
    make sure we understand your unique contributions!
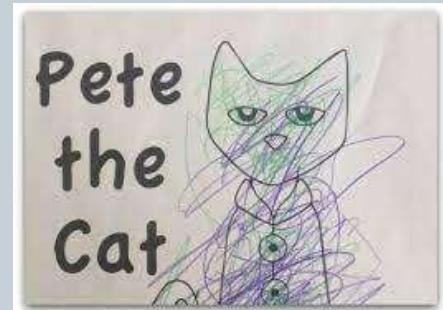
Know what is in your packet (aside from letters)
    highlight your strengths, own your weaknesses and your plan for improving

Know that most candidates are promoted with no issue