

Basic Science Educator Track
Tufts University School of Medicine

The **Basic Science Educator Track** is a non-tenure track for full-time basic science faculty members whose primary responsibility is education. Other contributions may include various combinations of scholarship, service, and administration. Original scientific research is typically not pursued by faculty members in the Educator Track, but may be undertaken at a level compatible with a faculty member's teaching responsibilities. Ranks within this track are Assistant Professor, Associate Professor, and Professor. These are ranks usually given to faculty who have earned a terminal degree in a relevant area of study e.g. Ph.D., M.D., or equivalent.

- Faculty members on the Educator Track are typically appointed to either three-year (Assistant Professor) or five-year (Associate Professor or Professor) renewable terms. Each faculty member will receive an offer letter from the chair and dean that communicates the specific terms, salary, and benefits-eligibility for their appointment. Educator Track faculty members will be evaluated annually and at the time of reappointment. If a decision is made not to reappoint an Educator Track faculty member, the department and school must provide written notice to the faculty member not later than one year prior to the expiration of the appointment.
- Appointment to Assistant Professor in the Basic Science Educator Track, as for Tenure Track and Research Track, requires a proposing letter from the department chair to the Dean and is subject to the approval of the Dean and the Provost. The proposing letter should indicate that the appointment has the endorsement of the senior departmental faculty and state the candidate's area(s) of expertise and primary teaching responsibilities.
- Appointments at the level of Associate Professor or Professor in the Educator Track, as for other tracks, are evaluated by the Basic Science Faculty Appointment, Promotion and Tenure Committee (BSFAPT). The standard basic science processes and required approvals for the proposed rank are applicable: these appointments require the recommendation and vote of the department senior faculty and department chair's proposing letter, BSFAPT committee and dean recommendation, and are then forwarded to the provost for final review and approval. The BSFAPT will take into account appropriate differences in the character of professional expertise expected of full-time educator track faculty members, full-time tenure-track, or research track faculty members based on the criteria outlined in the TUSM Faculty Handbook and University policies.
- A candidate for promotion within the track will have completed at least five years at his or her current rank at Tufts or an equivalent institution with a consistent record of outstanding performance in teaching and service, although exceptions for earlier promotion may be considered under special circumstances. Evidence of dedication and accomplishment in education, scholarship, and service as they relate to the academic missions of TUSM departments, Tufts schools, and the University are the primary criteria for promotion.

Assistant Professor

An Assistant Professor in the Basic Science Educator Track will have demonstrated expertise in a basic science discipline and possess an appropriate professional degree, typically a Ph.D. An Assistant Professor in this track should show strengths in all of the following categories:

1. Education - Evidence of teaching excellence and commitment.
2. Scholarship - Evidence of an interest in and commitment to scholarship.
3. Service - A commitment to actively participate in the administrative and committee service that supports the educational mission of TUSM and Tufts University.

Associate Professor

Promotion to Associate Professor in the Basic Science Educator Track requires demonstration of significant contributions to the three categories of education, scholarship, and service, and multiple parameters of excellence in education and at least one other category:

1. Education

The candidate must provide evidence of having contributed substantially to education in the basic sciences. These contributions should be apparent from past and present quality of teaching and time commitment to teaching.

Excellence in education must be exemplified by significant achievements from among the following criteria:

- a) Long-standing, exemplary teaching and mentoring of students in the professional degree programs, graduate students, residents, or fellows.
- b) Development of methods to promote and assess learning, and contributions to curricular development.
- c) Effectiveness in administration and organization of education programs.
- d) Student mentoring and advising.
- e) Presentation at workshops on education at local, regional or national meetings.
- f) Obtaining extramural educational support.

2. Scholarship

Excellence in scholarship requires significant achievements from among the following criteria:

- a) Developing/implementing new and innovative educational tools, programs and concepts at Tufts University, or at the local, regional or national levels.
- b) Investigator role in educational or scientific research projects.
- c) Presentations of educational or scientific observations, abstracts, reviews, or analytic studies at national or international meetings.
- d) Development or dissemination of intellectual properties used in medical education.
- e) Publication of peer-reviewed articles, educational material, or review/editing of manuscripts for publication.
- f) Participation in educational or scientific research review processes at state or national levels.

3. Service

There must be evidence that the candidate has made high-quality educational and administrative contributions.

Excellence in service requires significant achievements from among the following criteria:

- a) Demonstration of administrative skills in the participation and effective leadership on committees within Tufts University.
- b) Leadership in defining and disseminating advancements in educational concepts or methodology.
- c) Contributions to administration of local, regional or national organizations.

Professor

Promotion to Professor in the Basic Science Educator Track requires achievements that demonstrate sustained excellence in professional development and educational and other contributions to Tufts University since last promotion. The successful candidate will have national recognition of educational quality and impact and significant contributions to scholarship and institutional and professional service. Importantly, the successful candidate will have demonstrated effective leadership in the educational mission of the university.

1. Education

The candidate must demonstrate effective leadership through accomplishments from among the following education activities:

- a) Long-standing, exemplary teaching and mentoring of students in the professional degree programs, graduate students, residents, or fellows.
- b) Establishment of new or innovative methods to promote and assess learning, including contributions to curriculum reform/innovation, and development and publication of new curricula and programs.
- c) Directorships and administration of educational courses and programs.
- d) Facilitating student educational activities outside the classroom.
- e) Organization of workshops at regional and national meetings.
- f) Obtaining sustained extramural educational support.

2. Scholarship

Excellence in scholarship requires significant achievements from among the following criteria:

- a) Developing/implementing new and innovative educational tools, programs and concepts at Tufts University, or dissemination at the local, regional or national levels.
- b) Principal investigator or co-investigator on significant original research.
- c) Presentations of educational or scientific observations, abstracts, reviews, or analytic studies at national or international meetings.
- d) Development of intellectual properties used in medical education.
- e) Publishing textbooks and/or peer-reviewed educational articles in which the candidate is primary/senior author.

3. Service

To establish excellence, the candidate should demonstrate effective leadership accomplishments from among the following service activities:

- a) Significant involvement or leadership in administering educational programs.
- b) Expertise in a specific educational field as evidenced by reputation and productivity at the regional and national level.
- c) Effective committee participation, including committee-chair responsibilities at Tufts.
- d) Leadership positions on local, regional, and national organizations.
- e) Participation in educational review processes at state or national levels.

Eligibility of TUSM faculty to move to the Educator Track

TUSM basic science faculty members who are considered master educators and have made significant contributions to TUSM's professional educational mission are eligible to move to the Educator Track. Any transfer to the Educator Track from the Tenure Track or the Research Track must be approved by the Dean, following consultation with the basic science Chairs and the Director of the Division of Medical Education. A switch from Tenure or Research Track to the Educator Track requires the availability of a full-time education position. The following additional criteria apply:

1. Pre-tenured faculty members on the Tenure Track are not eligible to move to the Educator Track. Faculty members who are reviewed for tenure, but are unsuccessful, are not eligible to receive an appointment on the Educator Track.
2. Research Track faculty members are eligible to be considered for the Educator Track.
3. Tenured faculty members are eligible to be considered for the Educator Track. Appointment of a tenured faculty member to the Education Track requires that the faculty member relinquish tenure and negotiate a salary that is in keeping with the current salary compensation norms of the teaching faculty. Tenured faculty members have the option to take on available educational duties without moving to the Educator Track.

Approved by the BSFAPT Committee February 5, 2016

Approved by the Faculty Senate December 12, 2016

Approved by the Executive Council December 21, 2016