

2/4/09

**MOUNT SINAI SCHOOL OF MEDICINE  
APPOINTMENT AND PROMOTION METHODOLOGY  
ACADEMIC TRACK**

Titles	Criteria	Term of Appointment	Notice of Non-Reappt.	Tenure	Remarks
<b>Instructor</b>	Completion of training; academic promise	One year term, renewable twice. Maximum aggregate time at rank is three years.	At least six months before end of current term		Chair may recommend promotion to Assistant Professor at any time.
<b>Assistant Professor</b>	Evidence of scholarship and potential for research independence	Initial four-year term, renewable once for three years. Maximum aggregate time at rank is seven years for Asst. Prof. in Academic Track	At least one year before end of current term		Chair may recommend promotion to Associate Professor at any time. Track switching permitted during first term of appointment; subsequently, switching requires Dean's approval. Track declaration required prior to recommendation for promotion.
<b>Associate Professor</b>	National recognition in research and/or teaching, with record of widely known, original and potentially ground-breaking scholarly contributions. Independent grant funding. Potential for eventual promotion to Professor.	Initial five-year term, renewable once for four years. Maximum aggregate time at rank is nine years for untenured Associate Professors in Academic Track.	At least one year before end of current term	Can be considered for tenure at any time. Untenured Associate Professors in Academic Track will be considered for tenure in conjunction with the reappointment process.	Chair may recommend promotion at any time. Track switching is permitted only for compelling reasons, and requires Dean's approval.
<b>Professor</b>	International recognition for academic excellence; substantive publication, excellence in scientific investigation, excellence as teachers, distinguished service. Established record of independent funding.	If untenured, initial five-year term, renewable once for five years. Maximum aggregate time at rank is ten years for untenured Professors.	At least two years before end of current term	Untenured Professors in Academic Track will be considered for tenure in conjunction with the reappointment process, or during their second and final term. .	Reappointment consideration for untenured Professors must take place at least two years prior to completion of initial term of appointment.

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**CLINICIAN/EDUCATOR TRACK\***

Titles	Criteria	Term of Appointment	Notice of Non-Reappt.	Tenure	Remarks
<b>Instructor</b>	Completion of training; excellence in clinical practice and/or teaching, with potential to contribute as scholars	Term of appointment is one year, with the maximum time at rank three years. Additional appointment beyond three years requires Dean's approval.	At least six months before end of current term		Chair may recommend promotion to Assistant Professor at any time.
<b>Assistant Professor</b>	Commitment to excellence in clinical practice and/or education, with ability to integrate teaching and scholarship into activities	Term of appointment can be one or three years, at chair's discretion. No limit on number of appointments permitted.	One year terms get 6 months notice prior to end of current term; 3 year terms get one year notice		Chair may recommend promotion to Associate Professor at any time.
<b>Associate Professor</b>	Local and regional recognition; significant achievement in clinical care, teaching, scholarship, service to School.	Term of appointment is five years. No limit on number of reappointments permitted.	At least one year before end of current term	Under exceptional circumstances, can be considered for tenure.	Chair may recommend promotion to Professor at any time.
<b>Professor</b>	Regional and national recognition; outstanding performance as clinicians and/or teachers with service to institution; extensive scholarship related to clinical discipline or teaching..	Term of appointment is five years. No limit on number of reappointments permitted.	At least two years before end of current term	Candidates can be proposed for tenure at the time of appointment/promotion to Professor or at any time during the term of appointment at this rank.	Given absence of "up-or-out" requirement in this track and the unlimited opportunity for reappointment, granting of tenure requires demonstration of an outstanding level of achievement; candidates must not only fulfill, but also far exceed, the requirements for rank.

\* This track is appropriate for clinicians as well as for educators in either the clinical or basic science departments.

## MOUNT SINAI SCHOOL OF MEDICINE APPOINTMENT AND PROMOTION METHODOLOGY RESEARCH TRACK

Titles	Criteria	Term of Appointment	Notice of Non-Reappt.	Tenure	Remarks
<b>Assistant Professor</b>	Play important role as member of research team, or serve important function in departmental or institutional shared research facility.	Term of appointment is one year. No limit on number of reappointments permitted.	At least six months prior to end of current term		No Instructor level in this track. Candidates can enter Research Track either through appointment as Assistant Professors or through track switch and promotion to Assistant Professors. Chair may recommend promotion to Associate Professor at any time.
<b>Associate Professor</b>	Play key role as member of research team or serve critically important function in departmental or institutional shared research facility. Expected to have publications that contribute to the body of scientific knowledge via research teams or cores.	Term of appointment is three years. No limit on number of reappointments permitted.	At least one year prior to end of current term	Under exceptional circumstances, can be considered for tenure.	Chair may recommend promotion to Research Professor at any time.
<b>Research Professor</b>	Indispensable role as senior member of research team or Director of a shared research facility. Indispensable role in obtaining research funding for multiple projects. National recognition, e.g. through publications, invited scientific presentations.	Term of appointment is five years. No limit on number of reappointments permitted.	At least two years prior to end of current term	Under exceptional circumstances, can be considered for tenure.	Given absence of "up-or-out" requirement in this track and the unlimited opportunity for reappointment, granting of tenure requires demonstration of an outstanding level of achievement; candidates must not only fulfill, but also far exceed, the requirements for their rank.

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## MOUNT SINAI SCHOOL OF MEDICINE APPOINTMENT AND PROMOTION METHODOLOGY VOLUNTARY TRACK

Titles	Criteria	Term of Appointment	Notice of Non-Reappt.	Tenure	Remarks
<b>Clinical Instructor</b>	Completion of training; excellence as clinicians and potential to contribute as teachers and/or scholars	Term of appointment is one year. No limit on number of reappointments permitted.	At least 6 months prior to end of term.		Chair may recommend promotion to Assistant Clinical Professor at any time.
<b>Assistant Clinical Professor</b>	Commitment to excellence in clinical practice within academic community, with ability to integrate teaching and/or scholarship into practice.	Term of appointment is three years. No limit on number of reappointments permitted.	At least one year prior to end of current term		Chair may recommend promotion to Associate Clinical Professor at any time.
<b>Associate Clinical Professor</b>	Acknowledged locally as leaders in clinical care. Recognized in NYC area as excellent clinician and/or educators.	Term of appointment is five years. No limit on number of reappointments permitted.	At least one year prior to end of current term	Under exceptional circumstances, can be considered for tenure (for title only)	Chair may recommend promotion to Clinical Professor at any time.
<b>Clinical Professor</b>	Recognition as outstanding clinicians and teachers of clinical medicine. Record of strong involvement in teaching activities. A record of scholarship and other institutional service viewed positively.	Term of appointment is five years. There is no limit on number of reappointments permitted.	At least two years prior to end of current term	Can be considered for tenure (for title only) at any time, including at time of appointment or promotion to rank of Clinical Professor.	