Mid-Cycle Review Evaluation Guide

All candidates for mid-cycle review are evaluated in the following areas: teaching, scholarship, clinical service, and academically-related public service to the institution and community. After carefully reviewing the Application for Mid-Cycle Review based on the guidelines below, please cast your vote of on track, off track in 1-2 areas, or off track in more than 2 areas within Workflow Manager. Also, please remember to summarize your evaluation of the candidate by adding comments in the appropriate section with your ballot. Make sure to provide feedback to aid in strengthening the application.

1. General Information
   a. Faculty Development Activities Attended
      □ AAMC Seminars/Conference
      □ ELAM or other Drexel University Programs
      □ School of Medicine Faculty Development Courses
      □ National Conferences
      □ State Conferences
      □ Local Conferences

2. Teaching
   a. Formal Instruction & Non-Credit Instruction
      □ Lectures, small group conferences and laboratories for undergraduate students, medical students, graduate students, residents, fellows and other students (health professions, nursing, and/or pharmacy, etc.)
      □ Clinical teaching for medical students, residents, fellows and/or other health profession students
      □ Basic Science Instruction or Research Supervision for undergraduates, graduate students and/or post docs
      □ Department Seminars
      □ Department Journal Clubs (including faculty, fellow, resident and/or medical student)
      □ Workshops
      □ Teaching or Presenting in Faculty Development
      □ Educational Activities for the Lay Public
      □ Grand Rounds
      □ Interprofessional Education
   b. Mentoring & Advising
      □ Major advisor of Graduate Students
      □ Mentor of a Postdoctoral fellow and/or Research Associate
      □ Mentor of a medical student, resident and/or fellow
      □ Mentor of undergraduate student(s), high school students, and/or other individuals
      □ Mentor of a faculty member
      □ Committee member or chairperson of a thesis or dissertation committee
   c. Education Administration
      □ Medical Student Block, Clerkship and/or Course
      □ Graduate School Program, Course, etc.
      □ Residency Program
      □ Fellowship Program
      □ Other Leadership Role in Education
   d. Innovations in Education
      □ Development of a new course, program or workshop
      □ Development of teaching software or a website
      □ Development of a laboratory exercise
      □ Development of a small group exercise
      □ Development of visual aids
      □ Development of internal education manuals for students and/or residents
      □ Simulation Development

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Development of Fellowship or Residency Programs
Development of Interprofessional Education Activity

e. Education Awards
Student/Resident/Fellow Teaching Awards
Departmental Teaching Award
Dean’s Teaching Award
President’s Teaching Award
Chancellor’s Distinguished Teaching Award
Teaching Academy Membership
Fulbright Scholar
Visiting Professor (State, National, International)

3. Scholarship
a. Publications
First- or senior-authored articles or case reports in peer-reviewed journals
Co-authored articles or case reports in peer-reviewed journals
Author/Co-author of a book
Author/Co-author of a book chapter
Invited or accepted speaker at a conference, national meeting or international meeting
Invited or accepted speaker at another university, a research institute, or a company
Presentation of research at a national meeting or international symposium

b. Patent Applications
Yes
No

c. Extramural Professional Service
Editor or editorial board member
Reviewer for journals
Member of a national, regional or local study section or advisory board
Consultant to federal/state government or to a private agency or company
Officer or committee member of a scientific session at national/international meeting/symposium
Member of prestigious professional societies (related to Scholarly Activity)

d. Grants to Support Scholarly Work
PI on a peer-reviewed, extramural, national, state or local grant
Co-Investigator on a peer-reviewed, extramural, national, state or local grant
Biotechnology or pharmaceutical grant
TTUHSC or other local seed grant

e. Enhancement of Scholarship
Intermural or other local programs/workshops related to scholarship
State programs/workshops related to scholarship
National/International programs/workshops related to scholarship

f. Recognition for Scholarship
Intramural or local recognition for scholarly activity
State recognition for scholarly activity
National/International recognition for scholarly activity

4. Clinical Service
a. Clinical Activity/Productivity
Applicant provides adequate in-patient clinical activity (half or full day)
Applicant provides adequate out-patient clinical activity (half or full day)
Applicant provides hospital appointment(s)
Provides number of in-patients
Provides number of out-patients
Provides number of OR procedures

b. Clinical Service Contracts
c. Clinical Leadership
- Leadership role in provision of clinical care in health care system (head of a clinical team or clinical division)
- Leadership role in department for hospital (director of a clinical service, head of a division or chair/vice-chair of a clinical department)

d. Clinical Committees
- Intramural: Membership or officer of institutional and/or hospital committee(s)
- Extramural: Membership or officer of local or regional clinical committee(s)
- Extramural: Membership or officer of state, national or international clinical committee(s)

e. Enhancement of Clinical Skills
- Applicant shows sufficient attendance at clinical programs/workshops

f. Clinical Recognition
- Recognition of clinical expertise through awards and honors
- Reputation as a clinical authority in clinical field

g. Clinical Innovation
- Development of new clinical techniques, therapies, or health care delivery systems that have improved the health of the population
- Development of protocols or procedures that benefit the clinic or hospital
- Development of tools or equipment for use in clinic or hospital

h. Industry Sponsored Clinical Trials and drug Studies
- PI or Co-PI in a funded clinical trial
- PI or Co-PI in a funded drug study
- Active participant in a non-funded clinical trial or drug study

5. Academically-related Public Service
   a. Departmental
- Chair or Vice/Associate Chair of Department
- Chair or Vice-Chair of a committee/taskforce
- Member of a committee/taskforce

   b. School of Medicine
- Elected or appointed chair of a committee
- Elected or appointed member of a committee
- Volunteer member of a committee

       c. TTUHSC
- Elected or appointed chair of a committee
- Elected or appointed member of a committee
- Volunteer member of a committee

       d. Hospital
- Elected or appointed chair of a committee
- Elected or appointed member of a committee
- Volunteer member of a committee

   e. Recognition
- Yes
- No

   f. Innovations
- Yes
- No

6. Public Service (Local)
- Elected officer of a civic organization
- Elected committee member of a civic organization
- Elected member of a civic organization

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- Volunteer for a professional or non-profit organization
- Fund raising (development)

7. Public Service (State/Regional)
   - Elected officer of a professional society/organization
   - Elected committee member of a professional society/organization
   - Elected member of a professional society/organization
   - Volunteer for a professional or non-profit organization
   - Fund raising (development)

8. Public Service (National/International)
   - Elected officer of a professional society/organization
   - Elected committee member of a professional society/organization
   - Elected member of a professional society/organization
   - Volunteer for a professional or non-profit organization
   - Fund raising (development)

9. Recognition
   - Has received award/recognition for public service

10. Innovation
    - Has created/founded an organization, task force, committee or program