Professor / Investigator Track

Appointment, reappointment and promotion to the rank of professor may be extended to individuals who have attained broad national recognition for excellence and are competitive in the international arena. A continuous high level of productivity is expected. In addition to meeting the qualifications outlined for more junior levels, faculty at this rank are expected to demonstrate skills and accomplishments that may include:

- **Research**

  **Appointment**
  Candidates engaged in basic, clinical or translational research who are recruited from other academic institutions should have a sustained record as principal investigator of a scholarly research program funded in large part by external agencies such as the NIH. Candidates recruited from industry or other non-academic institutions should demonstrate comparable evidence of their sustained accomplishments in their discipline and attendant recognition; sizable financial and resource support for their program from their own institution or from other external sources may be presented as an indication of their stature in the field. Other evidence may include but is not limited to contributions to: drug development and/or discovery; development of new technologies, patents and other innovations; introduction of new analytical approaches to and tools for the manipulation, analysis and presentation of data.

  **Promotion**
  Candidates for promotion are expected to have extramural funding from agencies such as the NIH.

- **Scholarship**

  Scholarship may take the form of publications, patents and other forms of communication. The quality and impact of output, particularly related to the development and dissemination of new concepts, techniques and methodologies, will be a primary consideration; the temporal distribution should be a reflection of the candidate’s continuous productivity. Explanations of the candidate’s contributions as middle author on publications or co-inventor on patents is essential. For individuals whose scholarly work is in education, original contributions that receive national/international recognition and result in publications in the highest quality journals and in textbooks for educators as well as in invited presentations at premiere professional meetings will be used as criteria.
Education and Service

Education
Candidates who are teachers and mentors should perform with excellence. Candidates for promotion must demonstrate the capacity to attract degree candidates and/or postdoctoral fellows and to provide comprehensive mentoring to guide trainees’ research and scholarly endeavors, while candidates for appointment must demonstrate similar abilities applicable to their fields and settings. Management of large programs with many junior scientists, physician-scientists or other relevant learners may be cited if the candidate can demonstrate that he/she plays a significant role in mentoring junior members towards achievement of individual or collective goals. Evidence of being significant role models is valued. For candidates whose careers have been primarily in academic settings, success of former students in becoming independent investigators is an important indicator of success; recruits from non-academic environments may show comparable evidence of the success of junior colleagues whom they have mentored.

Service
Distinguished service and leadership in administrative, committee or policy-making functions of the home institution, whether Mount Sinai, another school industry or other institution, are important for appointment at this rank. Election to an office in or receipt of awards from, leading national or international scientific societies can serve as evidence of international stature. Appointment to government committees and/or other policy making bodies will be viewed favorably.

Appointment and Term

Appointment and promotion to the rank of Professor in the Investigator Track are upon recommendation by the Department Chair, with subsequent approval by the Committee on Appointments, Promotions and Tenure. For untenured Professors, the initial term of appointment can be one, two, three, four or five years.

Reappointment and Non-Reappointment

The Chair will provide notice of reappointment or non-reappointment.

If the Chair wishes to reappoint an untenured Professor in the Investigator Track, the term length can be one, two, three, four or five years. The maximum aggregate time at this rank for untenured faculty is ten years. Reappointment to a term greater than one year in length requires review and approval by the Office of the Dean.

If a decision to reappoint a faculty member is made during a term extension as described in the section on notices of non-reappointment (about_faculty_resources_handbook/appointments/full-time/non-reappointment), the reappointment notice must be in writing from the Chair. The reappointment will commence retroactive to the first day following completion of the original term of appointment.

In the event of non-reappointment, the Chair will provide written notice. The timing of notices of non-reappointment (about_faculty_resources_handbook/appointments/full-time/non-reappointment) to the full-time faculty is determined by the length of the term of appointment and, in some cases, by rank.
Tenure

Any candidate who does not have tenure when he/she is proposed for appointment or promotion to the rank of Professor in the Investigator Track can be considered for tenure in conjunction with the appointment or promotion process.

An untenured Professor in the Investigator Track should be proposed for tenure when all qualifications are met, at any time during his/her term of appointment.

Any candidate who does not have tenure when he/she is proposed for reappointment to the rank of Professor in the Investigator Track shall be considered for tenure in conjunction with the reappointment process.

Consideration for tenure requires not only that candidates fulfill all of the requirements for Professor, but also that they demonstrate the ability for continued superior productivity and leadership in their field, as well as demonstrable excellence in the dissemination of knowledge in research, educational or clinical settings.

Tenure recommendations are initiated by the Chair and require approval by the Committee on Appointments, Promotions and Tenure.

Conversion to Part-Time Status

See Faculty Handbook Chapter V section on "Part-Time Faculty" for discussion of conversion of full-time professors to part-time status.
Adjustment of Academic Clock

Adjustment of the academic clock addresses the unique "up-or-out" provisions of the Investigator Track by giving faculty in this track an opportunity, under certain circumstances, to request additional time to meet the criteria for advancement to the next rank or to tenure.

Eligibility for Academic Clock Adjustment

Faculty must meet two sets of criteria to be eligible for a clock extension:

Faculty must be:
- Employed full-time in their current position for at least six consecutive months; and
- In good standing; and
- Assigned to Investigator Track; and
- Untenured

One of the following must have occurred within the last year:
- A major change in family-care responsibilities, e.g., child birth or adoption; assumption of primary care giving role for an immediate family member; or
- Other compelling personal circumstances that have a significant impact on productivity.

Productivity Expectations

Faculty who are approved for clock adjustments will continue to be subject to the productivity expectations of the School and their Department(s)/Institute(s). These include but are not limited to the Faculty Compensation Plan and Procedures (http://aboutfaculty-resourceshandbook/faculty/compensation), Annual Faculty Performance Evaluations (http://aboutfaculty-resourceshandbook/faculty/evaluation) and resource allocation requirements.

Clock Adjustment

Each approved request for an academic clock adjustment will add one year to the maximum allowable time at the individual's current academic rank. A maximum of two requests may be approved.

Granting of a clock extension refers specifically to the maximum number of years allowed at a particular rank, and is separate and distinct from an individual's term of appointment. In order for a term extension to be applied in full, the individual must remain an active full-time faculty member throughout the period covered by the extension. If an individual receives notice of non-reappointment, the clock adjustment is no longer relevant.

Applying for a Clock Adjustment

Approval of clock adjustment requests is not automatic. An Investigator Track faculty member may apply for an adjustment by:

- Discussing the clock adjustment request with his/her Department Chair (and Institute Director if relevant) and reaching mutual agreement regarding timeframe, productivity expectations and other relevant conditions.
- Completing the Clock Adjustment Request Form (http://files/ISMMS/Assets/About the School/Faculty-Resources/Form for Stop Clock Draft_distributed.pdf)
- Submitting the Clock Adjustment Form – signed by both faculty member and Chair – to the Office of the Dean, which will record the request and confirm the adjusted clock date with both the faculty member and his/her Chair.

Related Options

Faculty wishing to consider a reduced work schedule can refer to the part-time options (http://preview.mounta.in.org/sites/MSSM/default/about/faculty-resources-handbook/appointments/part-time) described in the Faculty Handbook.

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