Office of Faculty Development

Lauren Peccoralo, MD, MPH
Senior Associate Dean of Faculty Well-Being and Development

Emma Benn, DrPH, MPH
Associate Dean of Faculty Well-Being and Development
Agenda

1. Introduction
2. Upcoming Events
3. Presentation
4. Q&A

https://bit.ly/3y8ns3m
Encourage faculty to self-define and reach their desired career goals, aspirations and professional fulfillment.

Support the advancement of faculty to become successful leaders in academic medicine through skill-building for effective leadership.

Promote a culture that values mentorship and enhances the quality of mentorship throughout the institution.
Upcoming Events

**Career Advancement**

**CV Workshop Series for Junior Faculty**
- June 10\(^{th}\) and 17\(^{th}\) from 5:00 – 6:00pm
- Breakout rooms by track with senior faculty and APT subcommittee representatives

**Leadership Development**

Arghavan Salles, MD, PhD,
Scholar in Residence, Stanford School of Medicine
- June 21\(^{st}\) 5:00 – 6:30pm
- Dr. Salles will discuss challenges and strategies for uplifting women in science and medicine
- A physician and scholar featured by media outlets including Scientific American, TIME, CBS, and NBC.

**Mentorship Enrichment**

**Department & Division Mentoring Leaders**
- Confirm for OFD website update
- Upcoming brief survey
Opportunities

The Faculty Council at Icahn School of Medicine at Mount Sinai is seeking faculty to serve on several important institutional committees:

- Appointments, Promotions and Tenure Committee
- Executive Oversight Committee
- MD Admissions Committee
- MD/PhD Admissions Committee
- Promotions Committee

Please be sure to review the descriptions carefully as the committees differ in eligibility criteria, member responsibilities, and application requirements. **Deadline for applying to ALL committees is Friday, May 21st, 2021.**
Committee on Faculty Appointments, Promotions & Tenure
Summary of Processes and Methodology

May 18, 2021

Jonathan L. Halperin, M.D.  Chair
Leslie Schneier  Dean for Faculty Affairs & Administration
Shema B. Patel  Senior Associate Dean
Cathy Peragine  Director, APT Office
• Facilitate professional advancement
• Maintain academic integrity
• Assign all faculty to the appropriate rank and track
• Promote diversity, equity and inclusiveness
• Support transparent processes
APT Committee

Processing of Candidates

- Assembled packet
  - CV in standard ISMMS format
  - Chair statement, clarifying the candidate’s role(s)
  - List of potential external reviewers at or above proposed rank
- Pre-evaluation
  - *Ad hoc* or standing committees verify appropriateness of proposed rank and track
- Requests for letters of support from qualified reviewers
  - Remind non-responders at 30 days
  - Requests to department for names of additional reviewers
- Review and assessment
  - *Ad hoc* committee composed of APT members and other faculty
  - Research and clinical subcommittee
- Full committee appraisal and recommendation to the Dean
Accelerating Review of Candidates

The Challenge of External Review

- External reviewer feedback is a critical component of the evaluation of every candidate.
- Difficulties obtaining sufficient external input slows approval and frustrates everyone.
- The coronavirus pandemic has challenged timely reviewer responses.
Accelerating Review of Candidates

Expanded Options for Departmental Participation

Procedural Changes

• Fewer favorable letters needed
• Accelerated processing of “lateral” appointments.*
• Department chairs may solicit reviewer letters or have the APT staff do so.
• Reviewers must submit letters directly to the APT Office
  ▪ Email address: facultyappointments@mssm.edu

* Newly appointed faculty proposed for Associate Professor or Professor who held the same rank at another accredited institution
Accelerating Review of Candidates

Expanded Options for Departmental Participation

Procedural Changes

- 30 days after initial requests to approved reviewers, APT staff or department Chair sends reminders.
- Once elected, responsibility for securing reviewers of a candidate should not be abandoned.
- The APT Committee can assume control of the process at any time.
- Ultimately, all transactions will be logged in the APT Tracker (SinaiCentral).
# SinaiCentral APT Tracking System

## The “Tracker”

### Faculty Transactions

#### Configuration

- Search Transactions
- Reports
- Help

#### Pending Transactions

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### Errors

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[Click here to view the SinaiCentral APT Tracking System](https://sinaicentral.mssm.edu/intranet/Home/e:Q/ZZ77jLYZ-9dEHaGB6c3rVrOgqidU56zPHUr5CpqBDw4dC4)
Accelerating Review of Candidates

Expanded Options for Departmental Participation

Procedural Changes

- Reviewers’ responses are confidential; not shared outside the APT committee.
- APT staff will inform department of reviewers needing follow-up (non-responders), but not who submitted, declined, or were removed for other reasons.
- Department may at any time propose additional reviewers for approval by the APT Office before requesting letters.
• Recognizing novel aspects of professional achievement
• Assure broad representation of faculty from across the Health System, welcoming new members while assuring consistency.
• Continuous process improvement to enhance efficiency and promote fairness.
Thank you!