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

- 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

- City
- County
- State

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 tor 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

- ☐ 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