This edition of the Faculty Facts and FAQs newsletter from the SOM Office of the Associate Dean for Faculty and Diversity welcomes the Basic Science departments, the RAHC programs and many important others to this faculty and diversity news source!

Archives of all past Faculty Facts and FAQs newsletters, providing essential updates, key deadlines and vital FAQs will soon be found on this website: http://som.uthscsa.edu/diversity. Stay on the cutting edge - make this link one of your favorites!!

CHANGE ALERT!!! "Time is a dressmaker specializing in alterations." Faith Baldwin
The office of the Vice President for Academic Administration is undergoing a comprehensive transformation, and as part of this realignment has been rechristened the Office of Academic, Faculty and Student Affairs – OAFSA! Greater stability is targeted to arrive with a new Acting Director later this month.

MORE CHANGE!!! "Change is inevitable - except from a vending machine." Robert C. Gallagher
In the midst of many other changes, the administrative staff in my office continues in transition. Thank you for everyone’s highest level of patience through these times, and we PROMISE greater stability in the months to come.

PTR DEADLINE COMING SOON! FACULTY REVIEWS DUE ☺

As mentioned in the past two Faculty Facts and FAQs Newsletters (and I apologize if not presented clearly enough), the deadline for reporting this year’s faculty Post-Tenure Review (PTR) results is fast approaching – BEFORE MARCH 30! Several departments have already submitted the requested form, attached here. Actually, the form attached here is my edited version, so if you completed and submitted the other one to me, YOU DO NOT NEED TO DO IT AGAIN.
Please note that the deadline the VPAA promulgated since October is March 30th: The other reviews listed are also due for completion on the departmental level, but we were only asked to complete a PTR template.

Post Tenure Review: mandated review of tenured faculty every 5 years - See HOP 3.7.5:
http://www.uthscsa.edu/hop2000/word/3.7.5.doc
Mid-Probationary Period Review: http://www.uthscsa.edu/hop2000/word/3.7.4.doc
Academic Administrator Review: http://www.uthscsa.edu/hop2000/word/3.9.1.doc

Please note, that Rachel, my temporary assistant, will be calling each department this week to ask you for the number and names of those undergoing PTR for THIS YEAR.

MORE CHANGE!!! "Change does not roll in on the wheels of inevitability, but comes through continuous struggle..." Martin Luther King, Jr.

NEW POLICY for all Schools and all Departments - Faculty eCV
For consistency across our campus and in order to support faculty career development, a new eCV (eTALUS) policy was instituted in 2012 by the VPAA Office, and will continue to be required. Please see the OAFSA Website form to be used whenever a faculty member submits their official CV as part of any required review or evaluation, including but not limited to a FAF appointment request, annual evaluation, mid-probationary period review, PTAC review or post-tenure evaluation. The Faculty Verification of CV Content form:
http://www.uthscsa.edu/vpaa/docs/ecvreview_confirm.pdf

HEADS-UP: Faculty Promotion-Tenure-Appointments Process!

- **2012 - 2013 PTAC NEWS!** My office will be introducing a uniform mechanism for departments to use electronic PTAC packets within our SOM, so that at the very least submission to my office for final review and return to the departments will utilize a secure department-specific (with no added cost) SharePoint sub-site of the existing SOM Dean’s Office SharePoint system. We hope to share the approach with the other campus schools and work toward increasingly expanding the system to include appointments and other functions. Stay tuned for the details!

- **MORE 'STAY TUNED':** The eCV (eTALUS) must be constructed carefully with sufficient detail to support any requested appointment and/or promotion/tenure request, and unfortunately, this is too often a weak link in the system, BUT it is...
still necessary to complete forms and requirements as requested, and please
smile when doing so. Time will make alterations as a new simple, speedy and
satisfying electronic system is sought to replace the current eCV system with a
more efficient and effective one. This process has begun but will need some time
to insure its smooth success i.e. don’t hold your breath or celebrate just yet, but
you can/should smile!

**FACULTY DEVELOPMENT OPPORTUNITY:** Visit [www.aamc.org/meetings](http://www.aamc.org/meetings)

**Now Accepting Applications** The AAMC Early Career Women Faculty Professional Development Seminar is a three-and-a-half-day program **designed for women at the assistant professor or instructor level.** This year’s seminar will take place **July 7–10** in Potomac, Md.

The program goal is to provide an introduction to the knowledge and skills needed to follow the path to leadership in academic medicine. Topics covered span strategic communication skills to negotiation to leadership topics. Small-group sessions focus on mentoring participants in career-building skills in narrative and CV development. The seminar is targeted at physicians and Ph.D. scientists holding medical school appointments and potential for serving in leadership positions. The online application period ends **Monday, April 9, 2012.**

The SOM Associate Dean’s Office of Faculty and Diversity will match departmental support for up to two applicants accepted to attend this program.

**DIVERSITY NEWS:**

- The SOM Faculty and Diversity Website: [http://som.uthscsa.edu/diversity/](http://som.uthscsa.edu/diversity/)
- The UTHSC Diversity Website: [http://diversity.uthscsa.edu](http://diversity.uthscsa.edu)
- **MY OFFICE** as part of a campus leadership Task Force has partnered with the Texas Diversity Council: [http://www.texasdiversitycouncil.org](http://www.texasdiversitycouncil.org)

**FAQs:**

- **Is there a new Post Tenure Review system?**
  - **YES** The UT System Board of Regents updated the PTR rules in late February and our campus is reviewing these against our HOP to determine what changes are needed. The new PTR framework is not substantially different from our existing HOP policy, but will increase the detail of these reviews.

- **What is the timeframe for notifying a tenure-track (non-tenured) faculty member of pending termination?**
From the HOP 3.8.1: In the event of a decision not to reappoint a faculty member on the tenure track without tenure, written notice will be given based on the following years of probationary service:

- **First academic year:** Notify not later than March 1; Termination of Appointment: August 31 of current fiscal year
- **Second academic year:** Notify not later than December 15; Termination of Appointment: August 31 of current fiscal year
- **Two or more academic years:** Notify not later than August 31; Termination of Appointment: August 31 of subsequent fiscal year

**Why is so much documentation needed on the eCV in appointment packets?**

The point of accurate documentation is to avoid the appearance that the SOM is appointing faculty with no credibility, no licensure and/or insufficient training and using them to teach and train our students and house staff. Of course, the SOM does not do this, and does not want to risk portraying a negative image or giving any impression other than providing the highest quality education, research and patient care. The CV must accurately document training, current licensure and certifications and have no time gaps when accounting for the educational and employment background.

**Is an Adjoint faculty appointment the same as an Adjunct appointment?**

No. This has been confusing since both titles use the same form, but they are in fact very different. An Adjoint faculty appointment now uses the job code 0103. These faculty have a recognized faculty appointment at a sister UT institution. Most Adjunct appointments are volunteer faculty who are appointed to teach. These two appointments will not use the same form in the future. Stay tuned!

**THE CALENDAR:** For early 2012, please see Dr. Blankmeyer's EO/AAO out-of-office schedule attached.

**CONTACTING THIS OFFICE:** Please direct your correspondence as follows:

- **sfap@uthscsa.edu** for all items related to Faculty Appointments, including faculty packet issues, verifications and routing. Selina Edwards and I have access to this mailbox, so no need to cc us when emailing to this box.
- **FacultyDiversity@uthscsa.edu** for items specific to Faculty and Diversity, such as the Faculty Facts and FAQs Newsletter. I have access to this mailbox, so no need to cc me when emailing to this box.
- **JAWillliams@uthscsa.edu** for all personal/professional emails not related to the above.