

ACADEMIC PLAN FOR _____, Degree _____

Proposed Rank: _____ Proposed Start Date: _____

Appointment/Reappointment/Promotion – *choose one*

Mentor (s): _____

Designated Area of Concentration:

*Required for all actions at Associate and Full Professor ranks as well as all reappointments on or after the 2nd reappointment at the Assistant rank. (May indicate at first reappointment). **Not required** for Assistant rank appointment.*

Breakdown of duties:

___ % Clinical Service (**Minimum 20% FTE of direct clinical service; CFTE should not exceed 90%**)

___ % Academic Activities

_____ % Teaching & Educational Leadership (minimum 5%)

_____ % Other (include **unfunded research-related activities** including referring patients for clinical trials; Registries, IRB Protocols, etc.; committee work & other assigned duties per Chair)

___ % Administrative Roles (funded; excludes education roles)

___ % Research (**funded roles**; must satisfy the following conditions):

- Total activity on NIH or other federally sponsored research is limited to 10%.
- Generally, may not be PI (includes multiple-PD/PI) on NIH or other federally sponsored research.
- May serve in a leadership role and accept role specific support for non- federally sponsored clinical research.

Brief description of duties:

Clinical Service:

Academic Activities:

Teaching (describe specific activities – UME, GME, CME, other. Include education leadership):

Other Academic Activities (see description above):

Administrative Role: (Include title of funded administrative/leadership position)

Research: (clearly indicate funded role. See conditions above.)

Approved:

Name Date
Faculty Candidate

Name Date
Chief, Division of _____

Name Date
Education Officer

Name Date
Chair, Department of _____