

STRATEGIC INDICATORS DOCUMENT (SID) DEFINITIONS

[HTTP://WWW.NEOUCOM.EDU/AUDIENCE/FACULTY/FACSTAFFSERVICES/FACULTYAFFAIRS/RECORDSEPORTFOLIOSID](http://www.neoucom.edu/audience/faculty/facstaffservices/facultyaffairs/recordseportfoliosid)

TEACHING

Teaching Contact Hours
<i>Professional health sciences courses:</i> A course (block, step or unit of instruction) occurring in the established curriculum of the Medical or Pharmacy program.
<i>Graduate/undergraduate courses:</i> A course (block, step, or unit of instruction) occurring in either a graduate and/or undergraduate program at one of our academic partner institutions. For example, a course in the master/doctoral program within the Kent State University School of Biomedical Sciences or the consortium CEO MPH program. The course may be taught at NEOUCOM (including its consorcial partners) and/or at an outside accredited institution.
<i>Clinical teaching – structured:</i> Teaching primarily to health professionals and/or students that takes place in a clinical setting in the form of a lecture, grand rounds, small group, or continuing health professional educational activities.
<i>Clinical teaching – unstructured:</i> Teaching to health professionals and/or students that takes place in a less structured environment such as in the office, on the wards, during a medical procedure or during tutorials.
Note: Contact hours is defined as one contact hour equals one hour of teaching time to one or more students. This does not include prep time. However, the specific number of lecture hours delivered in either professional health sciences or graduate courses reflects multiple hours of preparation. The preparation time will vary between individuals and will be different for established versus new lectures. Teaching at a clinical site constitutes time spent educating medical, pharmacy, or other health professions students (NEOUCOM, NEOUCOP, or other schools) in the hospital, pharmacy, private physician or pharmacist office, residency teaching site or community agency. Activities include one-on-one teaching that occurs in experiences such as PACE, AHEC-E, and summer fellowships, both research and clinical experiences. Other examples include teaching students in the hospital on rounds, small group discussions such as ICM seminar leader, ICM small group teaching discussions, required clerkship discussions, and AHEC-E activities.
Mentorship (Role as Primary Mentor)
<i>Graduate/Undergraduate/Postdoctoral fellows/Health sciences professional students/Faculty:</i> Mentoring is the act of act of providing primary and ongoing guidance to a student or faculty member.
Note: Serving as a primary mentor for a student requires an extensive time commitment, both structured and unstructured. The faculty member must participate in organized meetings with the student as well as be available for discussions, troubleshooting, and advice in a continual manner.

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TEACHING - *Continued*

Student Advising
<i>Basic sciences graduate committees (doctoral/masters):</i> Providing advice to basic science undergraduate or graduate students by serving on a committee designed to perform this function.
<i>Professional development advising teams:</i> Serving on a Professional Development Advising Team (PDAT).
Note: Serving on a student advising committee requires less time than serving as the primary mentor but does require a structured time commitment. Thesis/dissertation committee service carries with it the responsibility of reading documents written by the student, participating in research presentations, participating in mentoring activities, and participation in prospectus and thesis/dissertation defenses. Service on an advising committee to medical, pharmacy or other health professions students will require defined responsibilities and time commitments on the part of the faculty.
Course Leadership
<i>Professional health sciences curriculum/Graduate curriculum:</i> Serving in a leadership role in a course (block, step or unit of instruction) in either the professional health sciences curriculum (for example, medicine or pharmacy) or in the curriculum of a graduate program (for example, School of Biomedical Sciences).
Examples include course directors, clerkship directors, clerkship site directors and ICM site directors.
<i>New courses developed:</i> Self explanatory.
Note: Course development and directorship activities require extensive and unique time commitments beyond simply providing lecture/lab instruction.
Curriculum Development Activities
<i>Clinical/Professional health sciences/Graduate curriculum:</i> This refers to service on working groups and/or committees that oversee the curriculum supporting either clinical education, professional health sciences education and/or graduate education.
Awards
List of honors, special acknowledgements, or other recognition of an individual specifically related to teaching.

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SCHOLARLY AND RESEARCH PERFORMANCE

This category includes activities which advance or support the development of knowledge and understanding.

Publications
Articles
<i>Research:</i> Articles which present new information and are peer reviewed for publication.
<i>Reviews:</i> Articles which summarize information and may or may not receive peer review prior to publication.
<i>Other Publications:</i> Publications that are not peer reviewed for publication other than reviews including letters to the editor, editorials, published opinions, etc.
Abstracts: Abstracts for posters or presentations that are published and accessible by individuals who do not attend the meeting.
Books
<i>Primary Author of book:</i> Major author of a book as indicated on book cover.
<i>Author (# of chapters):</i> Author or co-author of a chapter in a book
<i>Editor:</i> Editor or co-editor of a book or a portion of a book.
Presentations: Scholarly and professional presentations for which an abstract is not required.
Patents: Indication of the award of a patent, not a pending patent.
Funding
Grants:
<i>Funded (Nat'l, State, Local, In-house):</i> Grants to support research and scholarly activities. PI, Co-PI and Co-I may list their participation. The PI and Co-PI are defined as individuals in charge of the budget of the grant. The Co-Investigator is a collaborator on a project but may not have an independent budget.
<i>Submitted:</i> Indication of grants that were submitted in the previous year as a PI, co-PI or co-investigator.
Contracts: Contracts are awarded to support an agency defined task or investigation.
Service to Profession
<i>Editor:</i> Editor of a journal
<i>Editorial board:</i> Member of the editorial board of a journal
<i>Reviewer of journal articles:</i> Number of articles reviewed
<i>Grant reviews:</i> Number of grants reviewed
<i>Study sections:</i> A study section is a committee that provides final review of grants.
Professional Meetings: A venue to relay new knowledge and scholarly endeavors.
<i>Organizer:</i> An individual who helps initiate and/or develop a meeting.
<i>Professional staff:</i> Panel member or moderator.
Awards
List of honors, special acknowledgements, or other recognition of an individual specifically related to scholarly and research performance.

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SERVICE

Presentations

Public: Presentations that inform or educate the general public.

Leadership

Elective office: Elective office refers to positions elected by vote to which the candidate has actively sought membership.

Board membership: A special designation and a major leadership role within an organization deserving of special recognition.

Committees/Administration

Committees/Committees chaired: Designated under this category shall be relevant to the professional expertise of the individual and the College of Medicine.

These go beyond Rootstown based committees and are part of organizations that range from consortial to international. For example, being on a committee that relates to local community service would not apply, whereas being on a committee that represents NEOUCOM would apply. Also, chairing a committee requires special time and effort and therefore was a separate designation. Regular participation is expected.

Service Projects

Grant or contract generated service activities: Grants or contracts usually for the purpose of assistance with epidemiological, evaluative or other areas of faculty expertise. Involvement includes, but is not limited to health departments, hospitals and/or community agencies.

Health improvement projects: Projects that seek to improve the health of the community. Examples would be underserved health clinic and/or community agency outreach projects.

Awards

Professional/Community service: Relates to community service or service to an individual's profession.

ACRONYMS

I/N: International/National **C/R/S:** Community, Regional, State **Cnsrt/N:** Consortium/NEOUCOM

OTHER COMMENTS

Other Comments: Includes any volunteer community service or NEOUCOM exceptional activities in education, scholarly and research performance and service; e.g. teaching innovations, residency/fellowship/program director, special committees, special clinical activities.