

CHAIR'S TEMPLATE- INVESTIGATOR
For Employed or Affiliated Faculty- Promotion/Appointment/ Award of Tenure

The Chairperson's letter must summarize the evidence supporting the nomination for senior rank. Detailed, evidence-based information is required for each criterion. In this professional category, the candidate must select one leg to focus on and area to demonstrated positive outcomes.

Dear SAPC Chair:

INTRODUCTORY PARAGRAPH with BACKGROUND INFORMATION

- **PROMOTION:**
I am writing to nominate (*name and degree of nominee*) for promotion to (*Associate Professor/Professor*) in the Department of (*name of department*) in the Investigator professional category, (*in-residence track or tenure track*)
- **APPOINTMENT:**
I am writing to nominate (*name and degree of nominee*) for appointment as (*Associate Professor/Professor*) in the Department of (*name of department*) in the Investigator professional category, (*in-residence track or tenure track*)

In this letter I will review (*nominee's name*) experience and the rationale for his/her (*promotion/appointment*) in the Investigator professional category on the leg selected (*independent or collaborative*).

DESCRIBE NOMINEE'S CURRENT ACTIVITIES AND AREA OF EXCELLENCE BASED ON THE PROFESSIONAL CATEGORY FOCUSING ON THE "LEG"

Describe nominee's professional competence and provide *detailed, evidence-based* information for *ONE* of the following legs for:

1. A record of sustained publications from ORIGINAL and INDEPENDENT investigations
2. A record of sustained publications resulting from COLLABORATIONS with one or more principal investigators

LOCAL AND REGIONAL RECOGNITION

Nomination in this category requires evidence of recognition as an authority in a clinical specialty both inside and outside of the immediate medical community, or evidence of a leadership role; and an established reputation as an original and important investigator or contributor outside of UConn and the immediate medical community.

Nomination to *Professor also requires* a national reputation in his/her field, and superior accomplishments in a clinical specialty or an effective leadership role.

CONTRIBUTIONS TO EDUCATION

Nominee also must have demonstrated effective participation in one of the levels of education: undergraduate, graduate, or postgraduate.

Tenure (if applicable) in the professional ranks will be granted only to persons of outstanding achievement. If the nominee is being considered for Tenure the criteria are the same as those for promotion/appointment. In addition, provide evidence that the nominee will continue with a high level of performance for an extended period of time (e.g. grant funding and the potential for grant renewals; evidence that the nominee is committed to the academic mission of the SOM; membership in multiple study sections; holding elected positions in regional or national societies; a record of independent investigations consistent with growth in future years).

SUPPORTING ACTIVITIES

Include any additional activities that will support the nomination.

SUMMARY

Provide a paragraph summarizing the nomination.

(Department Chair Name and Signature)

(Center Director Name and Signature)