
Change of Academic Tracks at Dartmouth Medical School

Under unusual circumstances it may be desirable for a department to change a faculty member from one academic track at Dartmouth Medical School (DMS) to another. This would most often involve a shift from the “Research Track” to the “Regular” or “Tenure Track”. The research track by definition is one in which the individual devotes primary effort to research. It is unlikely that an individual in this track will achieve the experiences and evaluations in teaching and academic committee work that are required for promotion in the tenure track. Consequently, in all but rare cases a change from the research to the tenure track will not be possible.

Given the distinct requirements for each academic rank for faculty with different portfolios, the APT will apply the criteria for the specific rank and portfolio of the track into which the faculty member wishes to transfer. The department chair proposing the change of track must ascertain that the faculty member possesses the additional skills and qualifications required for success in the new track *prior* to requesting a transfer. It is anticipated that this will involve a specific mentoring program to develop the needed skills and provide evidence that they are in place at the time of transfer.

The department chair would send such a request to the Dean after determining that an appropriate slot on the desired track is open and available. The Committee on Appointments, Promotions and Titles of DMS (APT) will evaluate the qualifications of the faculty member proposed for a track change and report their recommendation to the Dean, as is done for standard promotions.

In requesting a track change, the department will submit to the Dean’s Office the same materials that would be required for *promotion* to the rank and portfolio that is being requested. As an example, a Research Associate Professor seeking to become a Tenure Track Associate Professor with an Investigator/Teacher portfolio would submit all of the same materials required of a faculty member seeking promotion to the rank of a Tenure Track Associate Professor with an Investigator/Teacher portfolio. The APT will then determine if the faculty member fully meets the criteria for the requested track and title. If successful, the APT will recommend the track change to the Dean of DMS.