

OFAPD

Office of Faculty Affairs and Professional Development

Winter 2024 [Newsletter](#)

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New at SLU - The School of Medicine's CEDAR

Contributed by Dr. Kristina Dzara, Assistant Dean for Scholarly Teaching and Learning, and Director of the Center for Educator Development, Advancement, and Research

The Center for Educator Development, Advancement, and Research (CEDAR) is a new resource at the Saint Louis University School of Medicine! CEDAR's mission is to champion the use of evidence-based teaching and learning practices, develop our faculty as educators across the Undergraduate Medical Education, Graduate Medical Education, Graduate Education and Continuing Professional Development continuum, and support collaborative educational scholarship.

Learn more about our CEDAR strategic goals, community, leadership, recognition, resources, and consultations on our [website](#).

Check out our [CEDAR Community Blog](#), learn about our [Editorial Review Board](#) members, and watch for new blog posts each month.

Stay tuned for CEDAR updates throughout the year as we will share additional resources and opportunities for our educator community!



Did You Know?

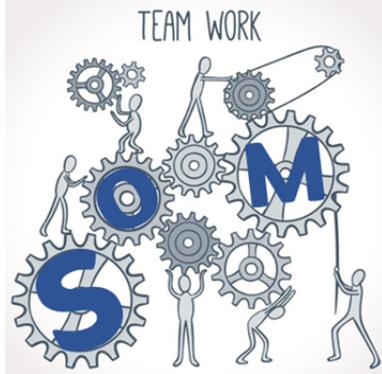
The Office of Faculty Affairs and Professional Development has a list of useful resources for faculty on its [webpage](#). It includes links to policy documents such as the Faculty Manual, the School of Medicine ByLaws of the Faculty, and the Constitution of the School of Medicine of Saint Louis University.

There are also links to important information pertaining to promotion and tenure, SOM committees, and professional development, including an archive of recordings of past faculty development sessions on a range of topics.

And most recently, we have added a PDF of the New Faculty Information Guide which contains information relevant to **all** faculty in the School of Medicine.

School of Medicine Faculty Committees

School of Medicine faculty members provide service to the University and their colleagues by volunteering on a variety of committees. Some committees are filled by election and others by nominations from the Faculty Affairs Committee. Faculty elections and committee nominations occur each spring.



If you are interested in serving on a committee, please be on the lookout for the annual “Call for Nominations” email that will be sent sometime in March, where you will be provided the opportunity to nominate yourself or a colleague for a committee position.

A list of School of Medicine faculty committees can be found [HERE](#). Browse around and see what interests you!

Perhaps you'd like to serve on this featured committee: The Appointment, Promotion, and Tenure (APT) Committee

Dr. Andrew Butler, Chair of the APT committee describes it as such:

The appointment, promotion and tenure (APT) committee functions as an advisory body to the Dean of the school of medicine. The APT committee serves two primary purposes.

It meets annually to review applications from the school of medicine faculty for promotion and/or tenure. The APT committee compares applicant's dossiers with promotion guidelines provided in the faculty manual to determine whether applicants have met the appropriate criteria for promotion or tenure. Recommendations from the review process are provided to the Dean of the School of Medicine.

The APT committee also meets monthly, or as needed, to review the credentials of new faculty appointments. The objective of these meetings is to provide oversight of new appointments, comparing the achievements of prospective employees with those described for each rank in the Faculty Manual and the School of Medicine Guidelines for Faculty Appointments and Promotions. The committee makes a rank recommendation to the Dean for each faculty appointment.

In the past year, the APT committee has also worked on revising the Guidelines for Faculty Appointments and Promotions, with a goal of submitting the revised document for UCART approval in October 2024.

Please keep in mind the opportunity to serve on this or another committee when the call for nominations arrives in your email box later this Winter.

Looking Ahead: 2024-2025 Promotion Cycle

The Office of Faculty Affairs and Professional Development (OFAPD) supports an environment where faculty members are encouraged to accomplish and excel in their professional goals. While the promotion cycle for promotions effective July 1, 2025 has not yet opened, it is never too early to start planning ahead.

At the beginning of February 2024, the OFAPD will send an email a notice to all School of Medicine faculty that the promotion “season” has begun. This email will state that those who have met the suggested time in rank requirements will be emailed in a separate email, but anyone who feels they meet the criteria is invited to apply.

Our office will share a current Promotion website where you will find information regarding application instructions, guidelines, checklists, timelines, and further resources.

Until then, see an estimated timeline of the promotion process below.

Recommendation/Deadline	Person/Group	Date
Deadline	Faculty Submission to OFAPD	June 28, 2024
Recommendation 1	Department Promotion Committee	Prior to September 6, 2024
Recommendation 2	Department Chair	Prior to October 4, 2024
Recommendation 3	SOM Appointment, Promotion and Tenure Committee	November 1, 2024
Recommendation 4	Dean of the SOM	by November 15, 2024
Recommendation 5	UCART	December 2024 - April 2025
Decision	Provost of the University	May 2025
Appeal (if applicable)	President of the University	May 2025/June 2025

To visit the Provost’s Office website regarding promotion, click [HERE](#).



SAINT LOUIS UNIVERSITY
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SCHOOL OF MEDICINE



5 Tips for...Early Career Faculty Preparing for Promotion

There is a lot to think about when you start a new faculty position. For the first 6-12 months, you will have a steep learning curve and you should avoid getting overloaded. However, after this early period, you should start thinking strategically about career development and promotion.

1. **Familiarize yourself with the relevant documents.** Do you know what promotion pathway and track you are on? This will be in your initial appointment contract and can be found in your Workday account. General norms for advancement can be found in the *Faculty Manual* which can be found here:

<https://www.slu.edu/provost/policies/faculty-manual/faculty-manual-current.pdf>

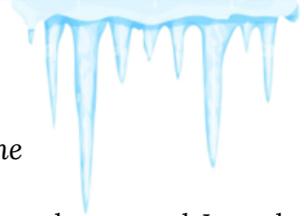
The School of Medicine Guidelines for Faculty Appointments and Promotions will give you information on promotion tracks and pathways and describe the criteria that must be fulfilled for promotion; the guide can be found here:

<https://www.slu.edu/medicine/about/pdfs/appointment-promotions-guidelines.pdf>

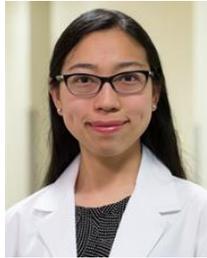
2. **Develop a plan.** Once you have familiarized yourself with the relevant documents, you need to develop a plan. Identify your strategic goals and start early on efforts. Start now on scholarly activities so that you have a track record by year 4-5, this can include literature reviews, book chapters, enduring educational materials, and regional and national presentations. Serve on committees and develop your leadership skills. Develop your teaching and mentoring skills. Seek advice from colleagues and your chair on opportunities that may be available to you.
3. **Identify mentors.** Most people need more than one mentor to advise on each aspect of work. Identify senior colleagues who are willing to mentor you. Plan to meet once or twice a year with your mentors. Rely on your mentors to assist you with identifying gaps in your CV and providing resources to ensure you fill them.
4. **Start constructing a CV now.** It is never too early to start putting your CV together in the format that will be required for promotion. This format will help you identify efforts to report. Add effort and activities as you do each one and keep your CV up to date. Look at your progress each year and identify gaps.
5. **Prepare early.** Seek additional information about the promotion process from your chair, your department promotion committee, the School of Medicine Appointment Promotion & Tenure committee, or the Office of Faculty Affairs. A year before you plan to apply for promotion, have a pre-review with folks who don't know you well and can look at your CV with fresh eyes. Plan to attend promotions presentations to get a clear idea of the process at the School of Medicine and the University.



Meet the Dean's Staff



Tina Chen is the Associate Dean of Simulation in the School of Medicine



I oversee simulation-based education for medical students, and I work with Clinical Skills Center faculty and staff to better synergize simulation with clinical skills education. I also direct simulation-based education for the SLU emergency medicine residency program.

In medical school, I noticed that the people I most looked up to were the educators. Physicians wander into academic medicine in all sorts of ways - some want to be clinician-researchers, some are great mentors and organizers and leaders, some are invested in developing and maintaining deep knowledge of a specialty or niche. I discovered that I loved teaching.

I went to a residency program that happened to have a beautiful and well-utilized simulation center, which inspired me to pursue a fellowship in medical simulation. A few years later, a Dean's Staff position at SLU opened up for someone to develop a simulation-based education curriculum for SLU SOM. I felt so lucky to have this opportunity - the timing couldn't have been more perfect.

I love working in the SLU Emergency Department. The ED provides an amazingly unfiltered view of society - we see everyone and everything, from schizophrenia to stubbed toes to cardiomyopathy. It's a privilege to meet patients from all over Saint Louis, hear their stories, and address their concerns.

I would be remiss if I didn't mention the phenomenal people I get to work with in the ED: the physicians and residents, and also the nurses, technicians, social workers, pharmacists, secretaries, and other ED staff. The ED can be wild at times (the unpredictability is part of the charm), and it takes a great team to weather its ups and downs.

My parents are Taiwanese, and I grew up in Taiwan for part of my childhood. I speak a little Mandarin, well enough to order at a restaurant and watch a kid's movie, but not well enough to have a serious discussion about the meaning of life.

I have two kids! The older kiddo is starting kindergarten in the fall, and the younger kiddo is still in diapers. Working as a physician has given me a better awareness that not everyone is born healthy, and not everyone stays healthy. I feel grateful every day for my kids, who are growing and thriving.



Dr. Chen with her children



Faculty Spotlight



Dr. David Greenberg is an Associate Professor in the Department of Orthopaedic Surgery.

How long have you worked at SLU?



I started in July 2010. I have been the Program Director for the Orthopaedic Surgery Residency program since 2019. I assume the role of interim chair of the Orthopaedic Department on January 1, 2024.

Why did you want to become a doctor and what is your favorite part of the job?

It is honestly the only career I ever considered. My grandfather was a physician, both my parents are physicians. My father actually wanted me to become a plumber and not go into medicine. I decided not to follow his advice. I cannot recall ever not wanting to be a doctor. My favorite part of my job is the daily reminder that the opportunity to make a positive impact is real. The opportunity to have a positive impact on my patients, to have a positive impact on my residents and therefore future patients exists and is palpable. That is exceptionally rewarding.

So far in your career, what do you consider to be your greatest achievement?

I don't think I have a greatest achievement. Yesterday in clinic a patient who had a successful sarcoma resection and has not recurred or relapsed systemically gave me a big hug and said, "Thank you for saving my life and many blessings to you." That is enough for me.

What is the most helpful advice you've received?



When I was in college, a student I was working with was asked what his career plan was. His response: to "suck the marrow out of life." That phrase stuck with me and I have strived for a similar goal. Ironically, I work with bones, so I have regular access to marrow.



If you were stranded on a deserted island, what one band or musician would help keep your sanity?

Eminem – for reasons I cannot explain, his music is a fantastic outlet for me.

If you could have dinner with one person, living or dead, who would it be?

That is easy – my wife. Not to be overly corny, but she is my compass. I need her to keep reminding me what truly matters in this world. Too often life is busy with career, kids, stuff. I would take every opportunity to have a quiet dinner with her.



Dr. Greenberg and wife, Nikki

If you could only eat one thing for the rest of your life, what would it be?

Portillo's chocolate cake shake

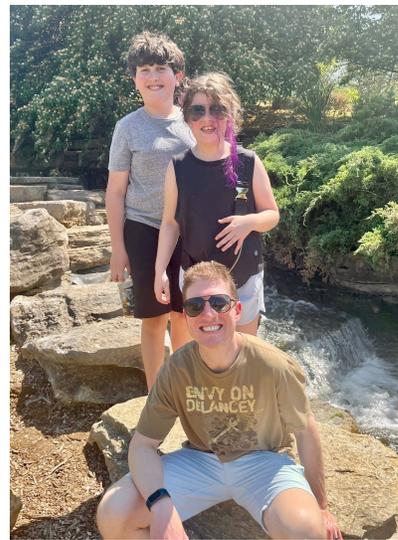


What book are you currently reading?

The Powder Mage Trilogy by Brian McClellan



Dr. Greenberg and his oldest child, Bryce



Dr. Greenberg with his two youngest, Gibson and Addisyn

