CLINICAL FACULTY

REQUEST FOR PROMOTION

(Suggested Template)

Notes: This MUST be submitted with an updated CV.

It is NOT necessary to have accomplishments in every field.

Please send CV and completed request to the Office of Faculty Affairs, [comofa@fiu.edu](mailto:comofa@fiu.edu)

Re: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(candidate name)

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Dr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Chair of Department):

I am writing to provide relevant detail on some of the accomplishments listed in my current curriculum vitae, which you will find attached.

I joined the voluntary FIU faculty as Clinical \_\_\_\_\_(Assistant/Associate) Professor \_\_\_\_\_\_ years ago. I am requesting promotion to the next level. The following provides further evidence of the quality of my work since my appointment/last promotion.

I have been a member of \_\_\_\_\_\_\_\_\_\_\_(organizations) and held the following (regional/national/international) leadership roles:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. In this capacity, I have led \_\_\_\_\_\_(organization) to successfully \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Notable awards and honors I have recently received in (research/clinical care/education/leadership) include: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Of my \_\_\_\_\_\_\_\_\_peer reviewed articles published since my appointment/last promotion, the most significant have focused on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Evidence of their impact includes \_\_\_\_\_\_\_\_\_(citations, invited speakerships, other.)

My national/international reputation has grown through \_\_\_\_\_\_\_\_\_\_\_\_ workshops/trainings/invited speakerships. Attendees have rated these offerings \_\_\_\_\_\_\_\_\_\_\_ and/or commented on their impact as follows:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Toward the educational mission of HWCOM,

I have worked with \_\_\_\_\_\_\_\_\_\_\_(faculty, course directors) to teach \_\_\_\_\_\_\_\_\_\_\_\_(sessions, in which course(s)); design/coordinate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(lectures, cases, electives, clinical learning @\_\_\_\_\_\_\_\_\_\_site.)

I have supervised the clinical learning of approximately\_\_\_\_\_ (number) students on \_\_\_\_\_\_\_\_\_rotation/clerkship over the last \_\_\_\_\_\_\_\_years.

Student evaluations of my teaching, which you also have, demonstrate that students find my teaching effective in the following ways:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Clerkship director feedback and comments demonstrate the following about my teaching and assessment of students:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have also recruited/coordinated the efforts of \_\_\_\_\_\_\_\_(number) of faculty to expand the education of FIU students.

I participate in mentoring students and/or speaking with student interest groups.

Over the last \_\_\_\_\_\_\_\_\_years, I have mentored approximately \_\_\_\_\_\_\_\_students, and spoken \_\_\_\_\_\_\_times with \_\_\_\_\_\_\_\_\_student interest groups.

I have worked to involve/supervise students in \_\_\_\_\_\_\_\_\_\_\_\_\_\_(organizations, research, conferences, mission trips).

Toward the research mission of HWCOM,

I have collaborated with/supported researchers at FIU in the following ways and/or with the following results:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Toward the service mission of HWCOM,

I have been active in \_\_\_\_\_\_\_\_\_\_\_\_\_, leading to/supporting outcomes such as:\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Respectfully,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_