

## Academic Rank Matrix

### Requirements for Appointments, Promotion and Tenure

(updated **March 25, 2019**)

\* denotes career levels on tracks where documentation is expected in one of two domains  
(FT=Full Time, PT=Part Time, Vol=Volunteer)

CLINICAL TRACK	FT/PT/Vol	Teaching	Service	Res/Schol	Domain/Career Level Requirements	Reference Letter Requirements
Assistant to Associate	FT/PT	*Early	Mid	*Early	Mid in Service, *Early in Teaching <b>OR</b> Research/Scholarship	Minimum 3 Letters Required External or Internal. Internal letters may not be from applicant's primary department.
Assistant to Associate	Vol	n/a	Mid	n/a	Mid in Service	
Associate to Professor	FT/PT	*Mid	Established	*Mid	Established in Service, *Mid in Teaching <b>OR</b> Research/Scholarship	Minimum 5 Letters Required External or Internal. Internal letters may not be from applicant's primary department.
Associate to Professor	Vol	n/a	Established	n/a	Established in Service	
RESEARCH TRACK	FT/PT/Vol	Teaching	Service	Res/Schol	Domain/Career Level Requirements	Reference Letter Requirements
Assistant to Associate	FT	*Early	*Early	Mid	Mid in Research/Scholarship, *Early in Teaching <b>OR</b> Service, <b>AND</b> must have Regional/National Recognition	Minimum 3 Letters Required External ONLY. Recognized scholars at other universities. (Also applies to Associate Professor, Tenure only)
Assistant to Associate	PT	*Early	*Early	Mid	Mid in Research/Scholarship, *Early in Teaching <b>OR</b> Service	
Assistant to Associate	Vol	n/a	n/a	Mid	Mid in Research/Scholarship	
Associate to Professor	FT	*Mid	*Mid	Established	Established in Research/Scholarship, *Mid in Teaching <b>OR</b> Service, <b>AND</b> must have National/International Recognition	Minimum 5 Letters Required External ONLY. Recognized scholars at other universities. (Also applies to Professor, Tenure only)
Associate to Professor	PT	*Mid	*Mid	Established	Established in Research/Scholarship, *Mid in Teaching <b>OR</b> Service	
Associate to Professor	Vol	n/a	n/a	Established	Established in Research/Scholarship	
EDUCATOR TRACK	FT/PT/Vol	Teaching	Service	Res/Schol	Domain/Career Level Requirements	Reference Letter Requirements
Assistant to Associate	FT/PT	Mid	*Early	*Early	Mid in Teaching, *Early in Service <b>OR</b> Research/Scholarship	Minimum 3 Letters Required External or Internal. Internal letters may not be from applicant's primary department.
Assistant to Associate	Vol	Mid	n/a	n/a	Mid in Teaching	
Associate to Professor	FT/PT	Established	*Mid	*Mid	Established in Teaching, *Mid in Service <b>OR</b> Research/Scholarship	Minimum 5 Letters Required External or Internal. Internal letters may not be from applicant's primary department.
Associate to Professor	Vol	Established	n/a	n/a	Established in Teaching	
CLINICAL SCHOLAR TRACK	FT/PT/Vol	Teaching	Service	Res/Schol	Domain/Career Level Requirements	Reference Letter Requirements
Assistant to Associate (Educator)	FT/PT	Mid	Mid	Early	Achievement in all domains is required	Minimum 3 Letters Required External or Internal. Internal letters may not be from applicant's primary department.
Assistant to Associate (Investigator)	FT/PT	Early	Mid	Mid	Achievement in all domains is required	
Associate to Professor (Educator)	FT/PT	Established	Established	Mid	Achievement in all domains is required	Minimum 5 Letters Required External or Internal. Internal letters may not be from applicant's primary department.
Associate to Professor (Investigator)	FT/PT	Mid	Established	Established	Achievement in all domains is required	

**Note: For faculty based at the VA, Clinical Scholar criteria will be used for Clinicians and Research criteria will be used for Researchers.**

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TENURE TRACK	FT/PT/Vol	Teaching	Service	Res/Schol	Domain/Career Level Requirements	Reference Letter Requirements
Assistant to Associate with Tenure (Researcher/Educator/Clinician)	FT	Mid	Early	Mid	Achievement in all domains is required. Must have trajectory towards Professorship. Substantial leadership, innovation and contributions must be apparent. Accomplishments must be above and beyond expectations. Applies to both Clinical and Basic Sciences.	Minimum 3 Letters Required External ONLY. Recognized scholars at other universities.
Associate Professor <b>Tenure Only</b> (Researcher/Educator/Clinician)	FT	Mid	Early	Mid	Previously attained Associate Professor level. Achievement in all domains is required. <b>For Tenure, substantial leadership, innovation and contributions to KUMC must be apparent. Accomplishments must be above and beyond expectations since being appointed as Associate Professor. National/International recognition is required.</b>	
Associate to Professor previously Tenured (Researcher/Educator/Clinician)	FT	*Est OR Mid	*Est OR Mid	.	*Established in two domains, and Mid in one domain. Must have trajectory that career accomplishments are sustained and successful.	Minimum 5 Letters Required External ONLY. Recognized scholars at other universities.
Professor <b>Tenure Only</b> (Researcher/Educator/Clinician)	FT	*Est OR Mid	*Est OR Mid	*Est OR Mid	Previously attained Professorship. *Established in two domains and Mid in one domain. <b>For Tenure, substantial leadership, innovation and contributions to KUMC must be apparent. Accomplishments must be above and beyond expectations since being appointed as Professor. National/International recognition is required.</b>	
AFFILIATE TRACK	FT/PT/Vol	Teaching	Service	Res/Schol	Domain/Career Level Requirements	Reference Letter Requirements
Assistant to Associate (Clinician Educator)	Vol	Mid	Mid	Early	Achievement in all domains is required. Must apply for promotion within 6 years of initial appointment.	Minimum 3 Letters Required External or Internal. Internal letters may not be from applicant's primary department.
Assistant to Associate (Clinician Investigator)	Vol	Early	Mid	Mid	Achievement in all domains is required. Must apply for promotion within 6 years of initial appointment.	
Assistant to Associate (Research)	Vol	*Early	*Early	Mid	Mid in Research/Scholarship, *Early in Teaching OR Service. Must apply for promotion within 6 years of initial appointment. Regional/National recognition is required.	Minimum 3 Letters Required External Only from Recognized Scholars at other Universities
Associate to Professor (Clinician Educator)	Vol	Established	Established	Mid	Achievement in all domains is required.	Minimum 5 Letters Required External or Internal. Internal letters may not be from applicant's primary department.
Associate to Professor (Clinician Investigator)	Vol	Mid	Established	Established	Achievement in all domains is required.	
Associate to Professor (Research)	Vol	*Mid	*Mid	Established	Established in Research/Scholarship, *Mid in Teaching OR Service. National/International recognition is required.	Minimum 5 Letters Required External Only from Recognized Scholars at other Universities