SHORT FORM

TO BE USED FOR NON-TENURE TRACK FACULTY REAPPOINTMENT TO THE SAME RANK, AND/OR NON-TENURE TRACK PROMOTION TO THE RANK OF RBHS INSTRUCTOR AND PROMOTION TO THE RANK OF ASSISTANT PROFESSOR (NTT) AND EQUIVALENT

(All non-tenure track <u>promotion</u> evaluations equivalent to the rank of Associate Professor and above must be conducted in accordance with the <u>Academic Promotion Instructions for Non-Tenure Track Faculty</u>. See Appendix B for a list of NTT titles equivalent to the rank of Associate Professor and above.)

SECTION I. To be Completed by the Department Chair or Designee

Candidate's Name <u>Dauphine Kelly, N</u>	<u>ID</u>
Date <u>10/30/2020</u>	
Unit/Department <u>RWJMS</u>	
Title <u>RBHS Instructor</u>	Proposed Title (for promotions only)Assistant
<u>Professor</u>	
Track Clinical Educator_	
Proposed Term: New X Continued	Dates: <u>07/01/2021-06/30/2023</u>

Statement of Principal Assignment. Criteria used to evaluate NTT faculty for reappointment and/or promotion, and the application of such criteria, shall be consistent with the A & P Guidelines and the faculty member's responsibilities as set forth in the appointment/reappointment letter.

The following shall be attached to this Short Form:

- Copy of the candidate's current appointment letter
- Candidate's C.V.;
- Personal statement together with any documents the candidate wishes to be considered (optional)
- Evaluations received by the candidate during the current term of appointment
- Any other documentation that may be required by the department/unit
- For promotion to RBHS Instructor and Assistant Professor- non-tenure track, 3 non-arm's length letters are required.
- For promotions for faculty who had time excluded from the probationary period due to the impact of COVID-19, the Short Form Supplemental form 1 should be included.

For faculty who opted to have time excluded, please add the following language to letters soliciting references: Also, please take into account the impact of the COVID-19 crisis on the candidate's scholarship, teaching, and/or service for academic year 2019/2020 and/or 2020/2021, as may be reflected in the record under review.

1. <u>Teaching</u>:

Family Medicine Clerkship Site Director- RWJBH- New Brunswick

Preceptor in Pulmonary fellows' clinic, 0.5 day a week- in the process of restructuring the current model to improve fellows' continuity with patients and overall satisfaction with the outpatient clinic experience

Lecturer and discussion leader, Fellows' Pediatric and Critical Care lecture series

Lecturer and discussion leader, M2 Clinical Pediatric course

2. <u>Scholarship</u>:

In the process of applying for the Jason Barns Fellowship in the Clinical Transaction, specifically addressing ways of improving communication between medical residents and patients in the Medical Intensive Care Unit and surrogates, thereby improving patient care and satisfaction.

Involved in a project, specifically the interdisciplinary fellows' conference, to help improve fellow wellness.

3. <u>Service</u>:

Mentoring residents and students particularly those interested in family medicine and community health.

Regularly connects with community members and community organizations in a courteous and ethic matter.

Meets with students and conducts seminars and outreaches to increase involvement and interest in service learning

4. Clinical Activity (if applicable):

Attending physician on the Family Medicine inpatient service, 8 weeks per year

Pulmonary Clinic, 0.5 day a week

Intensivist at RWJBH, 4 weeks per year

Volunteers for clinical coverage or back up precepting when needed.

5. Professionalism

Dr. Kelly behaves courteously and professionally with trainees, students, colleagues, patients and all members of the health care team. She has remains up-to-date on evaluations and required compliance and training requirements and completed all administrative requirements in a timely fashion.

SECTION II. To be Completed by the Department (or equivalent)

A. Department (or equivalent) Commentary:

Department (or equivalent) Recommendation:

In support of the medical school's educational mission, Dr. Kelly has taken an active role in restructuring the current model in the fellowship program to improve continuity and improve the experience for the fellows. She is a solid clinician and is well respected in New Brunswick. Additionally, she is the clerkship site director at RWJBH and is a preceptor in the fellows' clinic in the Division. The Committee agreed that there was strong support for her promotion as indicated in her reference letters. The Committee fully endorsed Dr. Kelly's promotion without reservation.

X_Recommends Does Not Recommend	ReappointmentPromotionX	-
Number in attendance <u>11</u>		
Number voting YES <u>11</u> N	Number voting NO <u>0</u> N	umber Abstaining <u>0</u>
Present at the meeting were the follow	wing faculty members:	
Lucy Arnez, Sally Berry, Stephen Na Nancy Perry, Matthew Sunnel, Debo	-	• •
SECTION III. To be Completed b	y the Chair/Director	
A. The candidate comple completed form is attached to t	leted Short Form Suppleme this Short Form.	ental Form 1 and the

B. Chair/Director's Commentary:

Although she has not had an opportunity since she began her career at Rutgers, Dr. Kelly has a great interest in scholarship, particularly in the area of medical education. She is currently in the process of applying for the Jason Barnes Fellowship in the Clinical Transaction. As a resident and fellow, she actively participated in research projects. Dr. Kelly has been advised of the criteria for the Clinical Educator track and we feel she is well suited for it.

Promotion to Assistant Professor on the Clinical Educator track and a new term of three (3) years is recommended.

C. Chair/Director's Recommendation (check the	he appropriate terms):
X Recommends	Reappointment
Does Not Recommend	Promotion <u>X</u>
Department Chair/Director	
(Signature)	(Date)

SECTION IV. To be Completed by the Dean

A. Dean's Commentary

She is a valued member of the teaching faculty and serves as both Family Medicine Clerkship Site Director and preceptor for the pediatric fellows. Dr. Kelly has a participated in a number of research projects with a view of turning them into publications. Currently she has 3 peer reviewed publications. We anticipate that she will continue to follow her interest in research and publish on a regular basis. Dr. Kelly has a productive clinical practice seeing patients in both inpatient and outpatient locations. She is involved in service based activities related to quality improvement of both the education and clinical services at the University. Dr. Kelly has shown she is an asset to Rutgers RWJMS I support her promotion to the rank of Assistant Professor on the Non-Tenure Clinical Educator Track.

B. The Dean's Recommendation/Determination (check the appropriate terms):

Mark the appropriate selection below if the candidate is being reviewed for promotion:

X_ Recommends Does Not Reco	mmend		
Mark the appropria	nte selection below	if the candidate is being reviewed	for reappointment
RecommendsDoes Not Recor	mmend		
Dean			
	(Signature)	(Date)	
(non-tenure track) a	nd equivalent will	the ranks of RBHS Instructor and rest with the Chancellor, and final ss of rank) will rest with the Deans.	
SECTION V. For I	Promotion Evaluat	tions Only: To be Completed by t	<mark>he Chancellor</mark>
IV. <u>Chancellor/depromotion</u>	esignee's Comment	ary (optional, unless the Chancellor	denies the
The Chancellor/design	onee's Determination	on (check the appropriate terms):	
ApprovesDoes Not Appro		Promotion	
Chancellor/designee	(Signature)	(Date)	