

**NORTHERN ONTARIO SCHOOL OF MEDICINE (NOSM)
MEDICAL/HUMAN SCIENCES DIVISION**

**FREQUENTLY ASKED QUESTIONS
JOINT & STIPENDIARY FACULTY PROMOTION**

What does it mean to be promoted?

It is the advancement from the rank of Lecturer to Assistant Professor, Assistant Professor to Associate Professor, and Associate Professor to Professor.

Who can apply for promotion?

Faculty members normally apply for their own promotion. The Division Head may also submit application after consultation with the Faculty member.

How long does one have to wait to apply for a promotion?

Faculty members normally have a minimum of 5 years experience at their current rank before applying for promotion. Once promoted, they must hold that rank for a minimum of 5 more years before applying for promotion to the next rank.

What is the deadline to apply?

The application for promotion shall be submitted to Clinical Sciences Division no later than September 30th at the following address:

Northern Ontario School of Medicine
c/o Medical or Human Sciences Division
935 Ramsey Lake Road
Sudbury, ON
P3E 2C6
Fax: 705.675.4858
Email: bbeaudoin@nosm.ca

Where can I find the instructions for applying?

The NOSM Policy and Procedures Governing Joint & Stipendiary Faculty Promotions, Promotion Application and Instructions, and a copy of the NOSM Contributions Dossier are available on the NOSM website at:

<http://www.nosm.ca/csdfacultypromotionapplication/>

What are the criteria's for promotion?

Criteria for Promotion of Human and Medical Sciences Faculty

Refer to Section **4.1.2 Assessment and Criteria** of the NOSM Policy and Procedures Governing Joint & Stipendiary Faculty Promotions.

Criteria for Promotion of Clinical Faculty

Refer to Section **4.2.2 Criteria for Promotion of Clinical Faculty** of the NOSM Policy and Procedures Governing Joint & Stipendiary Faculty Promotions

Who evaluates the promotion application?

The NOSM Joint and Stipendiary Faculty Promotions Committee evaluates the application. The Committee has 9 members: 2 members appointed by the Dean holding senior academic administrative appointments, 4 members are physician faculty within the Division of Clinical Sciences (assistant professor or higher) chosen by the Physician Clinical Teachers Association (PCTA) and three members, one of each of the Divisions of Human Sciences, Medical Sciences and Clinical Sciences chosen by the NOSM Faculty and Staff Association. The Division Head in consultation with the Section Chair sends an assessment/recommendation for each candidate to the NOSM Joint and Stipendiary Faculty Promotions Committee. When the JSF Promotions Committee has completed its inquiries and deliberations it will forward its recommendation to the Dean.

When does the Joint and Stipendiary Faculty Promotions Committee meet?

The JSF Promotions Committee meets no later than December 31st of each year.

When will the faculty member be notified of a decision?

The target date is June 30th for the Dean to notify applicants of his promotion decision.

When will the promotion take effect?

It will take effect on the next July 1st which is the first day of the new academic year.