Guidelines for Advancement Under the Step Plus System for the Health Sciences Clinical Professor Series

These are interim guidelines for the 2015-2016 merit cycle, assuming that they are supported by AF voters.

General Principles

These Guidelines are based on the criteria for evaluation in the HSCP series (APM 278-10) and the Instructions to Review Committees Which Advise on Actions Concerning the Health Sciences Clinical Professor series (APM 210-6). In formulating our criteria for recommending greater-than-normal advancements, we aim to strike a balance between concreteness and flexibility. Our goal is to clarify the criteria for accelerations without adopting rigid quantitative assessments that understate or overstate the total contributions of candidates.

One-Step Advancement

All faculty appointed in HSCP are eligible for regular advancement for rank and step at scheduled intervals. A balanced record, appropriate for rank and step, with evidence of good achievement in all areas of responsibility, is rewarded with normal advancement. HSCP faculty can expect to advance at normal rates unless a major deficiency in their performance is evident. The magnitude and/or impact of accomplishments in each area is expected to increase as faculty advance in rank and step.

One-and-One-Half-Step Advancement

For HSCP faculty, a larger-than-normal, 1.5-step advancement requires a strong record in all categories of responsibility for that series with outstanding achievement in at least one area among: (1) clinical care, (2) teaching and (3) department, school, university, community and professional service. Outstanding achievement may be defined using a variety of methods. For HSCP faculty, research and creative work are desirable and encouraged, but not required.

For performance in any area to be deemed outstanding, the candidate’s dossier must demonstrate how the achievements exceed usual expectations. However, outstanding achievement in one area will not qualify the candidate for 1.5-step advancement if performance in another area does not meet UC Davis standards. Chairs and Deans should be encouraged to articulate in the departmental and Dean’s letters the grounds for advancement beyond simple numerical tabulations by, for example, describing the special impact or quality of the work, the awarding of prizes for achievement, or the scale and scope of the undertaking. Tangible scholarly or creative work may provide additional support for larger-than-normal advancements.
Two-Step Advancement

A two-step advancement will require a strong record in all areas of responsibility, with outstanding performance in at least two areas, as well as publications, presentations or other appropriate documentation demonstrating that innovations (e.g., new curricula) have been adopted outside the institution. Two-step advancement requests in the HSCP series will go to the School Faculty Personnel Committee for review and to the Dean for final decision.

Advancements Beyond Two-Steps

An advancement beyond 2.0 steps is expected to be extremely rare. For HSCP faculty such cases will go to the Faculty Personnel Committee for review and to the Dean for final decision. These advancements will require an exceptionally strong and balanced record, highlighted by extraordinary levels of achievement in extending the application of knowledge and information, as well as creative activity and excellent contributions in university service, public service, and professional service and competency.

Larger-than-normal Above Scale Increments

The criteria for merit increases are extremely steep at this high rank. Advancements of 1.5 steps require an exceptionally strong record of excellence in three areas of review, with exceptional achievement in applied research and creative work and extending knowledge and information and outstanding performance in university and public service and professional competency. HSCP actions at Above Scale will go to the School FPC for review, and to the Dean for final decision.