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| UNIVERSITY OF MINNESOTA <hr/> Medical School <i>Office of Faculty Affairs</i> | | Number: 2010.FT.001 Effective Date: 03/16/2017 |
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| Section: FACULTY TRACKS | Subject: Medical School Policy on Faculty Transferring Off the Tenure Track to the Academic Track | |

- 1) All track transfers must be approved by the Department Head, the Associate Dean for Faculty Affairs, and the Vice Provost for Faculty and Academic Affairs. An updated CV must be submitted with the signed track transfer request form for review by the Associate Dean for Faculty Affairs.
- 2) Once a track transfer has occurred, the Medical School does not customarily allow a subsequent transfer back to the original track of appointment. If such a transfer is being considered, the request must be accompanied by the faculty member's entire personnel file, which will be reviewed in its entirety by the Associate Dean for Faculty Affairs, the Dean of the Medical School and the Senior Vice President for Health Sciences.
- 3) Once a track transfer has occurred, faculty should be on the new track for one calendar year before being considered for promotion.
- 4) This policy is only permissible for faculty members moving from the tenure track to the academic track.