

**Non-Tenure Track Clinical Faculty Promotion Timeline
Academic Year 2023-2024**

Action	Deadline
Formally declare intent to stand for promotion Declaration of Intent to Stand for Promotion	November 1, 2023
Submit online Promotion Application & curriculum vitae (Preferred CV Format Template) or dossier	January 2, 2024
Submit required letters of recommendation to comclinicalfaculty@neomed.edu	January 2, 2024
Final action by Board of Trustees	June 8, 2024
Notification to faculty candidates	June 15, 2024
Effective Date of Promotion	July 1, 2024

**Required Letters of Recommendation (LORs)
by Rank and Pathway**

Rank	Pathway	Total # letters	# of NEOMED-affiliated referees	# of non-NEOMED affiliated referees
Associate	Educator	2	1	1
Associate	Investigator	2	1	1
Professor	Educator	3	1	2
Professor	Investigator	3	0	3

NEOMED Clinical Faculty Relations Manager will obtain letter of attestation from department chair to include in promotion packet. Number of LORs are in addition to Chair's letter of attestation. LORs should be addressed to NEOMED Department Chair and emailed to: comclinicalfaculty@neomed.edu

NEOMED Department Chairs

Chair	Department
Hans Thewissen, Ph.D.	Anatomy and Neurobiology
Nicholas Jouriles, M.D.	Emergency Medicine
John Boltri, M.D.	Family and Community Medicine
Hans Thewissen, Ph.D. (Interim)	Integrative Medical Sciences
Edward Ferris, M.D. (Interim)	Obstetrics and Gynecology
Mehool Patel, M.D., MBA	Internal Medicine
Jeffrey Junko, M.D.	Orthopaedics
Jennifer Baccon, M.D., Ph.D., MHCM	Pathology
Shefali Mahesh, M.D., MBA	Pediatrics
Randon Welton, M.D.	Psychiatry
William Demas, M.D.	Radiology
Matthew Moorman, M.D., MBA	Surgery
TBD	Urology

J. Hayes
9.22.2023