

[Name] University School of [Name]

[indicate school/university policy found, used for review – name, website]

Community-Engaged Scholarship for Health Collaborative Review, Promotion and Tenure Analysis Protocol August 2005

The goals of this analysis are:

- To assess the school/university RPT guidelines against the set of criteria established by the Commission on Community-Engaged Scholarship in the Health Professions¹;
- To monitor changes in school/university guidelines over the three years of the Collaborative against the same set of criteria;
- To identify promising practices among members of the Collaborative; and
- To inform Collaborative team actions around RPT policy revisions.

The process for completion of the analysis is:

- To locate the RPT policies for the school participating in the Collaborative, but using university policies as a default if school policies do not exist. Where possible these will be located online. When necessary, the team will be contacted in order to obtain the policies.
- To review the policies specifically for those terms and concepts that are relevant to the work of the Collaborative.

All elements are assessed on a three-point scale as either **Absent**, **Some Activity** or **Potential Role Model**. Comments included offer an opportunity to contextualize the rating, and to elaborate on what is or is not evident.

The following statements were used to analyze Review, Promotion and Tenure Policies at each institution.

1. The RPT policies cite or use the Boyer framework or a similar approach that broadly defines scholarship in terms of discovery, teaching, integration, application, and engagement.²

Findings:

Comments:

2. Community-engaged scholarship is recognized and valued for all categories of appointments, regardless of tenure and/or clinical, teaching and/or practice emphasis.

Findings:

Comments:

¹ Commission on Community-Engaged Scholarship in the Health Professions. Linking Scholarship and Communities: Report of the Commission on Community-Engaged Scholarship in the Health Professions. Seattle: Community-Campus Partnerships for Health, 2005.

² Boyer, E.L. (1990). Scholarship reconsidered: Priorities of the professoriate. Princeton, NJ: Carnegie Foundation.

3. Community-engaged scholarship is explicitly included in the review, tenure and promotion policies and procedures.

Findings:

Comments:

4. Review, promotion and tenure policies support, encourage and value dissemination of scholarship through multiple venues.

Findings:

Comments:

5. The review, promotion and tenure process actively supports and encourages collaborative interdisciplinary scholarship.

Findings:

Comments:

6. The review, promotion and tenure policies recognize and value funding of community-engaged scholarship from a wide variety of sources.

Findings:

Comments:

7. There is mandatory training for members of review, promotion and tenure committees to ensure a broad understanding of the definition, nature, documentation and assessment of community-engaged scholarship.

Findings:

Comments:

8. Community partners are regularly invited to participate in the review, tenure or promotion processes in ways that go beyond writing letters of support (e.g., serving on a faculty review committee).

Findings:

Comments:

9. Community impact of community-engaged scholarship is valued and rewarded in the review, promotion and tenure process, with at least equal emphasis placed upon local community impact as that placed on regional, national and/or international impact.

Findings:

Comments: