About Appointments and Promotions: from the BUSM By-Laws

Approved by the BUSM Faculty on September 10, 2009

ARTICLE II Faculty Appointments and Promotions

Section A. Ranks and Qualifications

1. The standard academic ranks are Instructor, Assistant Professor, Associate Professor, and Professor. These standard professorial titles may be altered by the addition of modifiers such as Clinical, Research, Adjunct, Visiting, or Emeritus.

2. The basic qualifications and standards for appointment or promotion for the titles of Instructor, Assistant Professor, Associate Professor and Professor at the School of Medicine, as well as modifications to these standard titles through the use of the prefixes “Clinical,” “Research,” and “Adjunct,” and the designation of Secondary appointments, are those adopted by the School of Medicine Executive Committee (1) in conformity with requirements set forth in the Boston University Faculty Handbook (2).

3. Use of the “Visiting” or “Emeritus” prefix shall be in accordance with the criteria set forth in the Boston University Faculty Handbook (2).

4. Faculty members shall have identified in their titles the name of the department with which they are affiliated. The list of departments is attached to these bylaws (Appendix I). The particular specialty of such faculty members may be indicated parenthetically, e.g., Professor of Medicine (Biomolecular Medicine). All such specialty designations must be approved by the Executive Committee.

5. Departments may further define the qualifications for appointments and promotions to fit their individual needs.

Section B. Methods of Appointment and Promotion

1. Appointment of Department Chairs: The selection and appointment of Department Chairs shall follow the procedures set forth in the Faculty Handbook for Selection of Department Chairs on the Medical Campus (3).

2. Faculty Appointments and Promotions: a. The selection and initial appointment of new full-time standard professorial faculty and promotion of full-time faculty of Instructor rank or higher shall be in accordance with the procedures set forth in the Faculty Handbook for Appointment and Continuance of Appointment for Full-Time Faculty on the Medical Campus (4) and for Promotions on the Medical Campus (5). b. The following procedures are particular to the School of Medicine: To appoint or promote to any faculty rank, the chair of a department, after following appropriate procedures set forth in the Faculty Handbook (4) and BUSM Guidelines adopted by the Executive Committee (1), shall make the recommendation in writing to the Dean. The Dean shall forward the recommendations to the Committee on Faculty Appointments and Promotions (see Article V, Section E.). That Committee shall study the recommendations
and supporting data and alter the recommendations when appropriate after consultation with the chair concerned. The Dean shall present the final recommendations of the committee to the Executive Committee for their appraisal and vote and, if approved, shall forward the recommendations to the Medical Campus Provost and, for the ranks of unmodified Associate and Full Professor, to the President and Board of Trustees for approval.

3. Appointments of Candidates Without Doctoral Degrees: a. To appoint or promote a candidate without an MD, PhD, or equivalent degree, the chair of a department shall make the recommendation in writing to the Dean. In making the recommendation, the following criteria should be considered: 1) teaching effectiveness; 2) scholarly and professional achievement; 3) research as evidenced by published and unpublished works; 4) supervision of graduate students; 5) advisory and counseling service to students; 6) membership and contributions to professional societies; 7) contributions to educational and administrative programs of the University; 8) professional activities in the community; 9) personal attributes of integrity, industry, objectivity, leadership and cooperation. The Dean shall forward the recommendation as described in Article II, Section B. 2a above.

1) http://www.bumc.bu.edu/busm-od/faculty-appointments-promotions/guidelines-for-faculty-appointments-promotions-for-the-school-of-medicine/


4) http://www.bu.edu/handbook/appointments-and-promotions/appointment-med-campus/

5) http://www.bu.edu/handbook/appointments-and-promotions/promotions-on-the-medical-campus/