How to Develop
An Academic Portfolio

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Portfolio Development

- Method of documenting scholarly activity
- Especially useful for scholarship outside traditional research
- Clinical
- Education
- Administration
- Policy
What is Scholarship

- Systematic:
  - Design
  - Implementation
  - Assessment
  - Redesign
- Drawing from literature and best practices
- Contributing resources back to the academic community
How to Document Scholarship

- Publicly available
- Others can build on
- Requires Writing
- Disseminating so others can use
AAMC Categories

- Teaching
- Curriculum Development
- Mentoring/Advising
- Educational Administration/Leadership
Teaching examples

- Lectures
- Workshops
- Small group facilitation
- Role modeling in ward attending
- Precepting
- Demonstrating procedural skill
- Facilitation of online course
Advising/Mentoring Examples

- Number of learners mentored or advised
- Estimate of time invested (e.g., weekly meeting for 2 years)
- Names and positions or status
- Evaluations from mentees
- List of mentees accomplishments
Advising/Mentoring

- Writing out best practices
- Designing an advising program
- Receiving invitation to review or critique another programs advising system
- Convening conference on mentoring
Leadership / Administration

- Leading committee to develop innovation in practice
- Developing process in ambulatory practice
- QI/QA processes
- Innovations in EMR to improve clinical care
AAMC Criteria and Evidence

- Documenting
  - Quality
  - Quantity
  - Engagement with Academic Community
Example:

- You develop an interest in teaching about XXX
- You develop a lecture for residents/students/grand rounds
- You participate in regional or national presentation at your field annual meeting on the topic
- As a result, you are invited to speak at 3 other hospitals/2 colleagues ask for your powerpoint
Example, cont.

Evaluation

- Summit write up of the workshop or lecture to AAMC MedEdPortal
- Include evaluations from national workshop
- Include invitations to give lecture
- Get letter from anyone who asks to use your powerpoint lecture
- List places which cite your work in theirs
Choosing Evaluators to Write letters of Recommendation

- Develop list of individuals who can evaluate your academic work
- Must have at least proposed rank
- Section head and DOM A & P may also recommend outside reviewers
Evaluators

- Name and Degree
- Rank
- Title
- Institution

Relationship to Candidate
- Someone who knows your work
- Someone who can evaluate your work
- Not necessarily a collaborator
- Avoid friends from residency/fellowship
Where to Find Forms

- BU Promotions Policy

- BU Promotion Forms