



MEDICAL SCHOOL POLICY

Minimum Voting Faculty

Senior Leader: Medical School Dean

Responsible University Officer: Associate Dean for Faculty Affairs, Medical School

Policy Owner: Associate Dean for Faculty Affairs, Medical School

Policy Contact: Office of Faculty Affairs; ms-ofa@umn.edu or (612) 624-5442

POLICY STATEMENT

Effective for candidates considered for promotion, we require that departments ensure that at least five faculty members participate in the P&T discussion and vote before a candidate's dossier is forwarded for review by the Medical School P&T committee. This applies to both tenured and non-tenured faculty.

PROCEDURES

Please inform our office as early as possible if you anticipate the need to include faculty from another department, as this process will require documentation and approval in accordance with faculty tenure policy guidelines. A memorandum of understanding must be signed by the department and participating faculty members, outlining their responsibilities for annual review and promotion/tenure voting.

FORMS/INSTRUCTIONS

- [Appointment of Non-Departmental Voting Members Template](#)
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HISTORY

Enacted and Approved by the Office of Faculty Affairs:
March 25, 2016

Updated by the Office of Faculty Affairs:
August 21, 2018

Updated by the Office of Faculty Affairs:
November 16, 2018

Updated by the Office of Faculty Affairs:
April 26, 2024