Lebanese American University
School of Medicine

Appointments to the Faculty

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Founding Dean

Based on “Lebanese American University Medical School Policies on Appointments and Promotions Procedures” Approved by the University Executive Council, 2007, and on the “Decisions of the First School of Medicine Faculty Retreat” October 18-19, 2007.
To provide optimal educational experience to students and clinical trainees, medical schools must retain large faculties with widely varied areas of expertise. Thus, appointment tracks at the SOM at LAU have been structured so as to provide the human resources required to achieve the objectives of all three components of our mission: research, teaching, and clinical service. To maintain the integrity of the academic mission of the University, however, only those appointees to the Faculty of Medicine who are engaged in **scholarly activity** (defined as measurable achievements in research and/or teaching) are considered as being in the “**Full Time Faculty**”, and are thus voting members of the Faculty of Medicine. Those members of the faculty whose principal contribution is clinical service with little or no scholarly activity, are appointed in the “**Medical Part Time Faculty**”, and are not voting members if the Faculty of Medicine.

In addition to the voting eligibility status, the major difference between the Full and Part Time academic faculties is that appointees in the Full Time Faculty are expected to follow the promotion cycles as defined below. Failure to achieve promotion in accordance with the specified criteria and within the allotted time, may result either in termination of the faculty appointment, or in re-appointment in the “Medical Part Time” category.

Description of the requirements for appointment, assignment of academic titles and ranks, general guidelines for promotion, financial and benefit packages, as well as other important aspects of the appointment process pertaining to each of these categories and tracks are detailed below.

Applicants to the Faculty are strongly encouraged to indicate (in the **Covering Letter Section of the Online Application**) which Category/Track they wish to be considered in for appointment.

**“Full Time Faculty”**

**NOTE:** Appointments to the full time faculty at LAU are made on **term** basis (1-5 years, renewable, depending on rank – see below). A ‘rolling tenure’ appointment is granted once tenure is achieved (normally at the Associate Professor rank). The University may adopt permanent tenure status in the future.

Applicants to the “**Full Time Faculty**” can be considered in **one of three Tracks**.

1. **Investigator Track:**

   **Description:** This track is reserved for individuals whose primary field of scholarly activity is **basic laboratory-based research**. They need not carry the MD degree, but are appointed in the Faculty of Medicine for their contributions to the basic research component of the research mission. Appointees in this track are expected to participate in the teaching of pre-clinical students.
Ranks/ Appointment Criteria:

Instructor (Terms of Appointment: One (1) year):

Candidates with MD or MD/PhD. Degrees

1. The candidate must have completed postdoctoral training in a recognized residency program, preferably with international certification.
2. The candidate must have a minimum of one publication in a refereed journal in which the candidate is a major contributor. The publication shall not emanate from the candidate’s thesis in the case of the MD/PhD applicant.

Candidates with PhD. Degree

1. The candidate must have completed at least two (2) years of postdoctoral training.
2. The candidate must have a minimum of two publications in refereed journals in which the candidate should be a major contributor. The publications should not emanate from work of candidate’s thesis.

Assistant Professor (Terms of Appointment: Three (3) years):

1. The candidate must fulfill all the requirements as Instructor.
2. The candidate should have demonstrated promising potentials in teaching, and research.
3. The candidate must have a minimum of three publications in refereed journals. The candidate must be a major contributor in at least two of the publications. The publications should not emanate from the applicant’s thesis in the case of PhD candidates.

Associate Professor (Terms of Appointment: Three (3) years):

1. The candidate must have minimal requirement for appointment as Assistant Professor.
2. Normally the candidate must have spent five years in the rank of Assistant Professor.
3. The candidate must have a minimum of eight publications in refereed journals of international standing. The candidate must be a major contributor in all eight publications

Professor (Terms of Appointment: Three (3) years):

1. The candidate must have minimal requirement for appointment as Associate Professor.
2. Normally the candidate must have spent six years in the rank of Associate Professor.
3. The candidate must have a minimum of eighteen publications in refereed journals of international standing. The candidate must be a major contributor in all eighteen publications.

**Support and Benefits:** Normally, individuals in this track are salaried by the University with benefits per LAU policies for the term of their appointment. They are expected, however, to generate support for laboratory investigation from extramural sources.

**Promotion Criteria:** Criteria for promotion within the Investigator Track are in accord with University promotion criteria for academic faculty at the SOM. Major emphasis for promotion is placed on the quality, publication journal, candidate’s contribution, and number of original publications in high impact refereed journals.

**Title Form:** Instructor /Assistant Professor/ Associate Professor/ Professor of DISCIPLINE/Medicine.

*e.g.: Associate Professor of Immunology/Medicine*

**II. Clinician Investigator Track:**

**NOTE:** Appointments to this Track are limited to candidates with MD degree.

**Description:** This track is reserved for individuals whose primary field of scholarly activity is clinical and translational research. Appointees in this track are expected to participate in the teaching of medical students, residents, and fellows.

**Ranks/ Appointment Criteria:**

**Instructor (Terms of Appointment: One (1) year):**

1. The candidate must have completed postdoctoral training in a recognized residency program, preferably with international certification.
2. The candidate must have a minimum of one publication in a refereed journal in which the candidate is a major contributor. The publication shall not emanate from the candidate’s thesis in the case of the MD/PhD applicant.

**Assistant Professor (Terms of Appointment: Three (3) years):**

1. The candidate must fulfill all the requirements as Instructor.
2. The candidate should have demonstrated promising potentials in teaching, and research.
3. The candidate must have a minimum of three publications in refereed journals. The candidate must be a major contributor in at least two of the publications.
**Associate Professor (Terms of Appointment: Three (3) years):**

1. The candidate must have minimal requirement for appointment as Assistant Professor.
2. Normally the candidate must have spent five years in the rank of Assistant Professor.
3. The candidate must have a minimum of eight publications in refereed journals of international standing. The candidate must be a major contributor in all eight publications.

**Professor (Terms of Appointment: Three (3) years):**

1. The candidate must have minimal requirement for appointment as Associate Professor.
2. Normally the candidate must have spent six years in the rank of Associate Professor.
3. The candidate must have a minimum of eighteen publications in refereed journals of international standing. The candidate must be a major contributor in all eighteen publications.

**Support and Benefits:** Individuals in this track are salaried by the University in lieu of specified teaching assignments and/or administrative services. Appointees in this track also generate income from clinical practice in accordance with a medical practice plan, which includes a 10% contribution of collected income to the Medical Faculty Development Fund (MFDF). As members of the LAU faculty, appointees in this track may participate in the benefits package offered by LAU to its faculty in accordance with LAU policies, and the Medical Practice Plan.

**Promotion Criteria:** Criteria for promotion within the Clinician Investigator Track are in accord with University promotion criteria for academic faculty at the SOM. Major emphasis for promotion is placed on the quality, publication journal, candidate’s contribution, and number of original publications in high impact refereed journals.

**Title Form:** Instructor / Assistant Professor/ Associate Professor/ Professor of Medicine.
   e.g.: Associate Professor of Medicine

**III. Clinician Teacher Track:**

**Description:** This track is reserved for individuals whose primary field of scholarly activity is clinical education. Appointees in this track are expected to participate in the teaching of medical students, residents, and fellows.
Ranks/ Appointment Criteria:

Instructor (Terms of Appointment: One (1) year):
1. The candidate must have completed postdoctoral training in a recognized residency program, preferably with international certification.

Assistant Professor (Terms of Appointment: Three (3) years):
1. The candidate must fulfill all the requirements as Instructor.
2. The candidate should have demonstrated promising potentials in teaching, and research.
3. The candidate must have a minimum of two publications in refereed journals. The candidate must be a major contributor in both.

Associate Professor (Terms of Appointment: Three (3) years):
1. The candidate must have minimal requirement for appointment as Assistant Professor.
2. Normally the candidate must have spent five years in the rank of Assistant Professor.
3. The candidate must have a minimum of six publications in refereed journals of international standing. The candidate must be a major contributor in all six publications.

Professor (Terms of Appointment: Three (3) years):
1. The candidate must have minimal requirement for appointment as Associate Professor.
2. Normally the candidate must have spent six years in the rank of Associate Professor.
3. The candidate must have a minimum of fifteen publications in refereed journals of international standing. The candidate must be a major contributor in all fifteen publications.

Support and Benefits: Individuals in this track are salaried by the University in lieu of specified teaching assignments and/or administrative services. Appointees in this track also generate income from clinical practice in accordance with a medical practice plan, which includes a 10% contribution of collected income to the Medical Faculty Development Fund (MFDF). As members of the LAU faculty, appointees in this track may participate in the benefits package offered by LAU to its faculty in accordance with LAU policies, and the Medical Practice Plan.

Promotion Criteria: Criteria for promotion within the Clinician Teacher Track are in accord with University promotion criteria for academic faculty at the SOM. Major
emphasis for promotion is placed on excellence in teaching and on the quality, publication journal, candidate’s contribution, and number of original publications in high impact refereed journals.

**Title Form:** Instructor / Assistant Professor/ Associate Professor/ Professor of Clinical Medicine.

e.g.: Associate Professor of Clinical Medicine

**“Medical Part Time Faculty”**

**NOTE:** Only one track is recognized in this Faculty.

**Description:** This track is reserved for individuals whose primary field of activity is clinical service. Appointees in this track are expected to participate in the training of medical students, residents and fellows.

**Ranks/Appointment Criteria:**

**Instructor (Terms of Appointment: One (1) year):**

1. Postdoctoral training in a recognized residency program, preferably with international certification, or highly specialized training in clinical medicine in a recognized center

**Assistant Professor (Terms of Appointment: Three (3) years):**

1. The candidate must fulfill all the requirements as Instructor.
2. The candidate must have a minimum of one publication in refereed journals in which he is the major contribute.

**Associate Professor (Terms of Appointment: Three (3) years):**

1. The candidate must have minimal requirements for appointment as Assistant Professor.
2. The candidate must have a minimum of three publications in refereed journals of international standing. The candidate must be a major contributor in all three publications.

**Professor (Terms of Appointment: Three (3) years):**

1. The candidate must have minimal requirement for appointment as Associate Professor.
2. Normally the candidate must have spent six years in the rank of Associate Professor.
3. The candidate must have a minimum of five publications in refereed journals of international standing.

**Support and Benefits:** Individuals in this track may derive income from the University in lieu of specified teaching assignments or administrative services. In most cases, however, appointees in this track would generate the greater part of their income from clinical practice in accordance with a medical practice plan, which includes a 10% contribution of collected income to the Medical Faculty Development Fund (MFDF). Appointees in this track may not participate in the benefits package offered by LAU.

**Promotion Criteria:** Appointees in the “Academic Part Time” category do not normally go through the promotion cycle, but may, upon demonstration of engagement in scholarly activity, apply for Academic Full Time status.

**Title Form:** Clinical Instructor /Assistant Professor/ Associate Professor/ Professor of Medicine.
*e.g.: Clinical Associate Professor of Medicine*

**Other Appointment Titles**

**Lecturer:** (Full Time): Individuals who make a significant contribution to the academic programs at LAU SOM (teaching, research, or administration), but whose activities cannot be adequately described by other titles. Term: 1 or 3 years.

**Lecturer:** (Medical Part Time): Recognition of academic contributions to LAU SOM by persons whose primary academic appointment is at another institution.

**Visiting:** Visiting Assistant/Associate/Full Professor of Department or Discipline in Department

**Visiting Research Fellow:** For graduate students from other universities who do some of their thesis research at LAU SOM

**Visiting Lecturer:** For scholars from other universities or medical schools who do not have a title similar to those at LAUMS

**Visiting Scientist:** For persons coming from non-university institutions who do not hold an academic title.