

SoM P&T Faculty Packet Checklist Annual Continuation Review

Review the P&T Guidelines: [site link](#)

Updated CV (upload to DM in supporting documentation screen)

Report Narrative (upload to DM in supporting documentation screen)
Only required for promotional applications but encouraged for all.

Copies of teaching evaluations

Teaching evaluations are best when provided through eValue or SEI. A favored report for clinicians is the clinical educator report or other reports that provide ratings. These should be placed in Digital Measures annually by the Department Administrator or an appointed DM Department Administrator.

Copies of all publications in the Publications, Research, and Intellectual Contributions Screen

All publications must be non-predatory. The WVU Libraries helps give a definition and resource on this matter: <https://library.wvu.edu/about/open-access>.

Completely enter information needed into the DM screens

Submit Faculty Productivity Report (FPR)

This report should be ran for the review period of July 1 to June 30.
Upload completed report into the SUBMIT: Faculty Productivity Report screen.