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SUBJECT: Requirements for Part-Time Faculty Re-appointment

Dear Department Chairs and Administrators,

As you know, in 2013, the Office of Faculty and the Office of Johns Hopkins Physicians worked with all of you to standardize criteria for re-appointment of our part-time faculty. These were approved by the CPA Board of Governors on June 6, 2013 and by the Advisory Board for the Medical Faculty on June 26, 2013.

Criteria for Part-Time Faculty Re-appointment

- Minimum of 20 hours per year of active participation in Hopkins mission work:
 - Teaching OR
 - Research OR
 - Administrative OR
 - Other activities deemed appropriate by Chair
- Additional Recommendations: Faculty will
 - Participate in mentoring & quality assurance.
 - Abide by the 'JHM Core Mission Sustaining Policies'.
 - Remain credentialed by a Hopkins entity (if clinical) unless specifically excused by their Chair.

At this time, we would like to ask your help in disseminating these among your part-time faculty. We also would value input as to how the Office of Part-time Faculty can assist with implementation and tracking.

Sincerely,

Maura McGuire, M.D.

Assistant Dean for Part-time Faculty

A handwritten signature in cursive script that reads "Janice E. Clements".

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