Academic Achievement Award (AAA) Workshop

Department of Anesthesiology
Office of Faculty Affairs
Academic Achievement Award

The AAA Program provides clinical faculty with a tangible annual reward for scholarship, education, and service that complements the financial rewards associated with clinical work.

- Clinical productivity in the Department is rewarded through RVU-based productivity incentives
- Scholarship, education, and professional service often preclude faculty from being clinical, and thus decrease eligibility for clinical RVUs
- The AAA program partially bridges this gap by rewarding faculty for materially contributing to these other core Departmental missions
Who is eligible?

- All clinical faculty (except if ≤0.2 FTE or *per diem*) during FY20 who are still on faculty on September 30, 2020

- All faculty are encouraged to submit, even if they do not think they will get a share, as the OFA will add teaching metrics post-submission that could get you over the 400-point threshold
AAA Timeline

• Update the Faculty Portal by May 15
• Keep up with *Turnout* - all lectures through April 30\(^{th}\) should be in *Turnout* by May 15, and all lectures from May 1 - June 30 should be in *Turnout* by July 1
• AAA forms sent out June 4
• AAA forms due July 5
• Payment in October paycheck
The Process

• The OFA pre-populates a AAA form with data from the Faculty Portal and *Turnout*

• Faculty are sent pre-populated forms to correct pre-populated info and add other information

• The OFA, Office of Educational Affairs, and others in the Department verify all the data on your form

• Two Executive Committee members will review your form independently

• If there is a significant disparity or your average is within 100 points of a share level threshold, a third review will occur
Why use Faculty Portal and Turnout?

- Use of the VUMC Faculty Portal ensures your data are kept long term and can be reused for other things like generating a draft CV for the promotion process
  - Use of the Faculty Portal is not required ... you can enter all of information into the AAA form manually

- The Department is now requiring all formal scheduled internal (Dept) teaching activities to be documented in *Turnout*
  - Check with your Division AA or rotation director(s) to make sure that all of your FY20 teaching is in *Turnout*
  - If scheduled sessions you taught are not in *Turnout* then your Division AA or rotation director(s) can correct this
AAA Form

- The form is an excel spreadsheet with multiple tabs where information about different kinds of academic work can be entered on the left side of each tab’s workbook
  - The right half of the sheets contain formulae that calculate scores based on the information entered [these are locked]
- There are blue and coral cells in each row. All of the blue cells in a row must have data entered in the correct format to ensure correct calculation of your points [which can be viewed to the right]
- The spreadsheet is otherwise locked to prevent problems with the formulae

You can only COPY and CLEAR contents
You cannot use CUT, INSERT, or DELETE
Eligible Activities (the Tabs)

- Internal teaching (not in OR)
- Lectures
- Multimedia presentations
- Unique educational projects
- External presentations
- Abstracts and Posters
- CEBA products
- Grants submitted & awarded
- Publications
- Internal and external service activities
Read the Instructions!

• Every tab has complete specific instruction on how to fill out the cells and how the point values are calculated

• If you do not follow the instructions, the points you ultimately receive will be different from what you expected

• If you find an error, notify Lexi Tittor
AY20 AAA updates

• The AAA program is updated annually. The AAA form is then adjusted accordingly. We also make form updates to improve usability for faculty, the OFA, and reviews

• Content changes this year:
  – A few point values changed (e.g., per journal review)
  – A few criteria for points changed (e.g., impact factor thresholds)

• Format changes this year:
  – Drop down boxes with arrows on certain cells that only allow certain values to be entered into that cell (e.g., There is a drop down in type of author for publications that only allows for 1, 2, or 0 to be selected). Do not type in values in these boxes.
AAA Form Verification

- Information entered on the form must be verified by different Offices or Department staff
  - All Lectures are verified by the Office of Educational Affairs
  - Multimedia Projects and Unique Educational Projects are verified by the VC of Educational Affairs
  - CEBA Guidelines are verified by the CEBA Director
  - Grant Submitted and (newly) Awarded are verified by the Department’s Contracts and Grants Office
  - For Publications, the impact factor and any possible duplicates (from prior year AAA) are verified by the Clarity team
  - The OFA reviews all data for completeness and accuracy
AAA Review

- After the initial independent review, all forms are reviewed by the VCs Faculty Affairs
- The results are independently reviewed by Mark Stevens
- The Department Executive Committee receives a report on the results and a recommendation for consideration of faculty (usually only a few) who came very close to the next share threshold
- The AAA payment is sent to Payroll in early September
- Prior to the October paycheck, the OFA will send summary letters with an explanation of significant differences between faculty entered points and final points awarded when appropriate
AAA Shares

• Total AAA points qualify for shares each with a $8000 value

• Share thresholds are 400, 800, 1200, 2000, and 3000 representing respectively 1 through 5 shares

• Shares awarded in October paycheck (only for those still on the faculty on the date of payment)
Questions?

- General Questions - **Please ask now!**

- Specific Questions - **Please email us or attend one of the two individual Help Sessions we will be offering in June**