SAINT LOUIS UNIVERSITY
SCHOOL OF MEDICINE

New Faculty Information Guide

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History - Key Dates

1836 — SLU establishes the first medical school west of the Mississippi River. The University's first medical school building was located on Washington Avenue at Tenth Street.

1903 — SLU acquires the Marion-Sims-Beaumont College of Medicine, located at Grand Boulevard and Caroline Street.

1932 — A gift from the estate of Firmin Desloge lays the groundwork for the hospital's construction. The University opens the Firmin Desloge Hospital — later named Saint Louis University Hospital.

1943 — Edward Adelbert Doisy, Ph.D., professor and chair of the Department of Biochemistry, is awarded the Nobel Prize for his discovery of the structure and chemical nature of Vitamin K.

1972 — SLU surgeons conduct the first heart transplant in the Midwest. Members of the heart transplant team include: Russell Kraeger, M.D.; John Schweiss, M.D.; Vallee Willman, M.D.; George Kaiser, M.D.; Henrick Barner, M.D.; J. Gerard Mudd, M.D.; Richard Whiting, M.D.; John Codd, M.D.; and Kenneth Nachtnebel, M.D.

1989 — SLU founds the Center for Vaccine Development. The center has been instrumental in developing numerous vaccines that protect public health, including the FluMist nasal spray influenza vaccine, and vaccines against smallpox and other potential biological weapons following the Sept. 11 attacks on the United States.

1995 — SLUCare Physician Group is formed as the academic medical practice of Saint Louis University. The physician group includes more than 500 health care providers in hospitals and medical offices throughout the St. Louis region.

1998 — SLU sells Saint Louis University Hospital to Tenet Healthcare Corporation.

2002 — The Saint Louis University Cancer Center, a joint initiative between SLUCare and Saint Louis University Hospital, opens.

2007 — Saint Louis University opens the doors to the $82 million Edward A. Doisy Research Center, which is designed to further scientific progress and inspire creativity and collaboration.

2015 — SSM and Saint Louis University acquire Saint Louis University Hospital from Tenet Healthcare Corporation.

2016 — Plans are made for a $550 million SSM Health Saint Louis University Hospital and ambulatory care center with more than 800,000 square feet of space, 316 private patient rooms, an expanded Level 1 trauma center and emergency department, larger intensive care units and expanded patient parking.

2022 - SSM Health acquires SLUCare Physician Group, the academic medical practice of Saint Louis University.

Source: https://www.slu.edu/medicine/about/history.php

Facilities and Affiliated Hospitals

The Saint Louis University School of Medicine is located within SLU's Medical Center along South Grand Boulevard in St. Louis, Missouri.

The Medical Center is home to several collaborative health and research resources including the Health Science Education Union, Doisy Research Center and the Medical Center Library, as well as SLU's School of Nursing, Doisy College of Health Sciences, Center for Health Outcomes and Research, Center for Advanced Dental Education, and College for Public Health and Social Justice.

It is also within easy walking distance of SSM Health Saint Louis University Hospital and SSM Health Cardinal Glennon Hospital. Some places to know include:

Schwitalla Hall

Schwitalla Hall is the administrative home to the Saint Louis University School of Medicine and is accessible from the Saint Louis University Medical Center via the Margaret Doisy Learning Resource Center.

Doisy Research Center

Dedicated in 2007, the Saint Louis University Doisy Research Center features 80 research labs on eight floors. Labs have a flexible design, with many of them open so researchers from complementary fields can share knowledge as they work on experiments.

The Doisy Research Center does more than simply propel scientific and biomedical progress. By giving researchers laboratory space worthy of the lifesaving discoveries they make, the facility boosts the school's ability to attract and retain the brightest and most promising faculty.

Health Sciences Education Union

The 30,000-square-foot state-of-the-art Health Sciences Education Union is located in the heart of the Saint Louis University Medical Center. Its tiered 225-seat auditorium is designed to give students the ability to move around and form teams for group discussions. Computer connections and outlets are at every seat.

The building is designed to bring together medical, nursing, allied health, public health and graduate dental students for interprofessional education. It features:
* Two student lounge areas — one designed for socializing and the other for quiet study
* A café-style restaurant
* 11 patient exam rooms where students can practice working with patients and review their interactions via a high-tech camera system
* A state-of-the-art auditorium with a 25-panel high definition video screen that is wired for video conferencing

Clinical Skills Center

SLU's Clinical Skills Center was the first of its kind in North America. Located on the second floor of the Health Sciences Education Union, it's used for the teaching and assessment of clinical skills such as history taking and physical examination.

In addition to more 2,000 square feet of space, the Clinical Skills Center contains 11 examination rooms complete with exam table, sink, panoptic ophthalmascopes, sphygmomanometer and other state-of-the-art examination equipment. Monitoring rooms provide direct visualization via video cameras, recording equipment and microphones.

Margaret McCormick Doisy Learning Resource Center

SLU's Medical Center Library is located on the second floor of the Learning Resources Center. In addition to an impressive catalog, it offers access to subscription services, databases and tools including PubMed, AccessMedicine, Ovid, ClinicalKey, core electronic textbooks and has two liaison librarians dedicated to the School of Medicine.

Affiliated Hospitals

SSM Health Saint Louis University Hospital

SSM Health Saint Louis University Hospital is a 365-bed, tertiary-care hospital and referral center, serving the population within a 150-mile radius of St. Louis. It has one of the most comprehensive organ transplant programs in the Midwest, offering kidney, kidney-pancreas, liver, bone marrow and cornea transplants.

The hospital is a certified Level I trauma center in both Missouri and Illinois. Treating more than 2,300 major trauma cases each year, it operates the largest trauma program in the bi-state area. The hospital has 16 operating rooms, three endoscopy suites and a busy interventional radiology department. Operating rooms are equipped with state-of-the-art equipment, including the latest hemodynamic monitoring and an advanced, computerized data-acquisition system.

Each of the five patient floors is designed around an intensive care unit with a unique focus: clinical neuroscience, cardiovascular recovery, surgery, coronary care and medicine. Computerized tomography (CT) scanners, magnetic resonance imaging (MRI) units, the Cyberknife, positron emission tomagraphy (PET) units and linear accelerators provide additional training.

SSM Health Cardinal Glennon Children's Hospital

SSM Health Cardinal Glennon Children's Hospital is home to SLU's Department of Anesthesiology and Division of Pediatric Anesthesiology. The hospital is a Level I pediatric trauma center and Level III neonatal intensive care unit. SLU staff administers more than 11,000 anesthetics annually for patients requiring a wide variety of operative interventions.

SSM Health St. Mary's Hospital

The 525-bed SSM Health St. Mary's Hospital is the headquarters for the Saint Louis University School of Medicine's Department of Obstetrics, Gynecology and Women's Health and our family practice residency programs. The hospital has distinctive capabilities in high-risk pregnancies and fetal surgery.

Mercy Hospital St. Louis

Mercy Hospital St. Louis is part of the Mercy Health Care System. It is the sixth largest Catholic health care system in the country with 25 local St. Louis area outpatient locations. Mercy Hospital is a 979-bed teaching hospital, with more than 8,000 babies born annually in the local area.

VA Saint Louis Health Care System – John Cochran Division

The John Cochran VA Medical Center is located in midtown St. Louis and provides inpatient and ambulatory care medicine, surgery, psychiatry, neurology and rehabilitation services. The center provides treatment for veterans throughout Missouri and Illinois.

Des Peres Hospital

Des Peres Hospital is a 143-bed acute care community hospital in St. Louis County. The hospital provides quality medical and surgical services, including geriatrics, cardiology, bariatrics (surgical weight loss management), orthopedics, wound care and emergency care.

St. Anthony's Medical Center

St. Anthony's Medical Center is the third-largest medical center in the greater St. Louis area with 767 beds. It serves families in the city and county of St. Louis, as well as those in Jefferson County, Franklin County, Saint Francois County, Sainte Genevieve County and Washington County in Missouri, along with Monroe, Randolph and St. Clair counties in Illinois.

South Campus/Medical Center Map: https://www.slu.edu/campusmap/?campus=2
Source: https://www.slu.edu/medicine/about/facilities/index.php

Helpful Faces

Christine Jacobs, M.D.
Vice President of Medical Affairs
Dean of the School of Medicine

Stephanie Decker
Chief of Staff to the
Dean of the School of Medicine
stephanie.decker@health.slu.edu

Jane McHowat, Ph.D.
Associate Dean
Faculty Affairs and Professional
Development
jane.mchowat@health.slu.edu

T. Scott Isbell, Ph.D.
President, SOM Faculty Assembly
Professor, Pathology
scott.isbell@health.slu.edu

Adriana Montaño, Ph.D.
Vice Dean for Research
School of Medicine
adriana.montano@health.slu.edu

Noah Hillman, M.D.
Associate Dean for Clinical
Research
School of Medicine
noah.hillman@health.slu.edu

Chad Miller, M.D.
Senior Associate Dean
Undergraduate Medical
Education
chad.miller@health.slu.edu

Julie Gammack, M.D.
Senior Associate Dean
Graduate Medical Education
julie.gammack@health.slu.edu

Katrina Wade, M.D.
Interim Associate Dean
Office of Ignatian Mission in Medicine
katrina.wade@health.slu.edu

Lisa Israel, M.Ed.
Director
Office of Professional
Oversight
lisa.israel@health.slu.edu

Annual Faculty Reviews

Every full-time faculty member is evaluated annually by the Department Chairperson or comparable administrator. All evaluations of faculty members are conducted openly with the faculty member's full knowledge.

Because the primary purpose of the annual review is to provide information that allows the faculty member to improve his/her teaching, student advising, research and scholarly activity, and University and community service, the evaluation should be candid, providing the person evaluated the opportunity to better understand his/her strengths as well as areas of relative weakness.

School of Medicine annual reviews typically occur between May – Jun and review the preceding academic year.

For More Information
Read: The Faculty Manual (pg. 35)

Appointments and Titles

There are two tracks for appointment and promotion at the School of Medicine: tenure track and non-tenure track. Tenure-track faculty, **Basic** or **Clinical Scientists**, are full-time faculty who advance in rank through demonstration of impactful contributions in research, and contribute in education and/or clinical service. Non-tenure-track faculty include: **Clinical** or **Basic Science Educators**, full-time faculty who advance in rank through providing impactful contributions in education and/or clinical processes and/or research; **Research** faculty whose efforts are entirely devoted to research; and **Adjunct** faculty providing clinical services, educational support or engaging in research activities on a part-time and irregular, but continuing basis.

Basic and Clinical Scientists and Clinical and Basic Science Educators may be appointed and promoted to the ranks of:

- Instructor

- Assistant Professor

- Associate Professor

- Professor

Research faculty may be appointed and promoted to the ranks of:

- Research Associate

- Assistant Research Processor

- Associate Research Professor

- Research Professor

Adjunct faculty may be appointed and promoted to the ranks of:

- Adjunct Instructor

- Adjunct Assistant Professor

- Adjunct Associate Professor

- Adjunct Professor

For More Information

Visit: [OFAPD Google Site](#)

Center for Educator Development, Advancement, and Research (CEDAR)

The mission of the Saint Louis University School of Medicine Center for Educator Development, Advancement, and Research (CEDAR) is to champion the use of evidence-based teaching and learning practices, develop our faculty as educators across the Undergraduate Medical Education, Graduate Medical Education, Graduate Education and Continuing Professional Development continuum, and support collaborative educational scholarship.

Leadership: Kristina Dzara, PhD, MMSc, CEDAR Director and Assistant Dean for Scholarly Teaching and Learning.

Strategic goals:

- Offer evidence-based educator development resources and programs focused on foundational teaching and learning practices.
- Support and strengthen our community of medical and biomedical educators.
- Serve as the institutional education scholarship unit and engage medical and biomedical educators in the collaborative development of educational scholarship.
- Recognize medical and biomedical educators for excellence in teaching and educational scholarship.

Community Blog: The peer-reviewed CEDAR community blog features evidence-based posts championing scholarly teaching and learning practices, authored by SLU School of Medicine faculty, staff and trainees. Our editorial review board comprises five members holding education roles at the Saint Louis University School of Medicine and SSM Health. This work fosters ongoing connectedness and showcases the expertise of our medical and biomedical educator community.

Consultations: CEDAR offers curriculum development and evaluation, teaching strategy, and educational scholarship consultations to Saint Louis University School of Medicine medical and biomedical educators.

For More Information

Visit: CEDAR website

Emeritus

Upon recommendation of the department chair, the College, School, Center, or Library Rank and Tenure Committee, the appropriate Dean or comparable administrator, and the Provost, emeritus/a status may be granted to tenured or non-tenure-track faculty members with at least ten years of full-time service who resign their faculty appointment. In extraordinary circumstances, faculty members with a shorter period of service may be considered for emeritus/a status.

Emeritus/a status recognizes the achievement of high distinction on the part of tenured or non-tenure-track faculty members and their ongoing relationship with the University.

The Retired and Emeritus/a Faculty Policy available on the website of the Office of the Provost details the eligibility criteria, application process, and benefits.

For More Information
Read: SLU Retired and Emeritus/a Faculty Policy

Faculty Governance/Faculty Committees

School of Medicine faculty members provide service to the University and their colleagues by volunteering on a variety of committees. Some committees are filled by election, while others are populated by appointment. Faculty Elections and committee appointments occur each spring.

If you are interested in serving on a committee, look for the annual "Call for Nominations" email that is sent in the spring, where you will be provided the opportunity to nominate yourself or a colleague for a committee position. Please see the School of Medicine Faculty Bylaws for a complete rundown on the policies, duties, and processes involved with faculty committees.

Appointed Committees:

- Admissions Committee
- Appointment, Promotion and Tenure Committee
- Continuing Medical Education Committee
- Curriculum Committee
- Graduate Medical Education Committee
- Graduate Program Advisory Council
- Research Planning Committee
- Research Space Review Committee
- Sabbatical and Academic Leave Committee
- Student Progress Committee

Elected Committees:

- Committee on Faculty Affairs
- Executive Committee of the Faculty Assembly
- Executive Committee of the School of Medicine
- Faculty Secretary
- Faculty Senate
- University Committee on Academic Rank and Tenure (UCART)

For More Information
Read: School of Medicine Faculty Bylaws
Visit: School of Medicine Committees website

Faculty Manual

The Faculty Manual is a foundational document setting out, in many respects, the role of the faculty in University governance. It also specifies rights, powers, privileges, and responsibilities of faculty. Insofar as it does so, it is incorporated by reference in all contracts of employment between faculty and the University.

For More Information
Read: Faculty Manual

Graduate Medical Education

SLU trains more than 600 residents, subspecialty residents and fellows in 60 programs throughout our affiliated network of teaching hospitals and other partners. Our residency programs and subspecialty residency programs are approved and accredited by the Accreditation Council for Graduate Medical Education (ACGME) and are subject to board and subspecialty board certification.

Fellowship programs are defined as recognized postgraduate research or clinical programs that have not yet had accreditation standard and specific subspecialty board requirements developed. These programs are approved by the Graduate Medical Education Committee of the School of Medicine.

For More Information
Visit: Graduate Medical Education website

Grievances

The Office of Professional Oversight, was established in 2018, as a joint venture between the Saint Louis University School of Medicine and SSM Saint Louis University Hospital. At the core of its mission, the Office of Professional Oversight is responsible for providing all stakeholders (students, trainees, faculty and physicians) a fair and neutral environment to seek assistance and support, file a grievance, or report acts of unprofessional behavior or concerns. In addition, the Office of Professional Oversight also serves as the Ombudsperson for Saint Louis University School of Medicine.

The Office of Professional Oversight can assist all members of the School of Medicine community with issues related to conflict resolution, interpersonal communication, academic, professional, or administrative concerns. The goal is to provide each of these services in an environment that is built upon trust, confidentiality and neutrality.

For More Information
Visit: Office of Professional Oversight website

Information Technology (ITS)

As the primary provider of technology support and services at SLU, the Information Technology Services (ITS) division is committed to continuous improvement and progressive innovation directly aligned with the mission and vision of SLU.

IT professionals and Service Desks are distributed across campus to assist students, faculty, staff, researchers, clinics and guests with campus technology. Contact them at (314) 977-4000 for more information. Please visit the ITS website for Training and How-to Guides, Policies, Password Help, Software Downloads, and more.

For More Information
Visit: ITS website

Institutional Review Board (IRB)

Saint Louis University (SLU) strives to conduct research of the highest quality and integrity. The Institutional Review Board (IRB) supports this goal by ensuring that all SLU research involving humans is conducted in accordance with the regulations, laws and policies in place to protect the rights and welfare of human research volunteers.

Researchers are assumed to need SLU IRB approval if they are conducting human research unless the use of a Central or External IRB has been approved. The IRB team supports SLU researchers with the IRB process requirements, and through our education and quality assurance programs. If you need the IRB team's help, call 314-977-7744, email irb@slu.edu or go to the IRB Staff page to identify your academic unit's IRB contact person.

For More Information
Visit: IRB website

Medical Center Library

SLU's Medical Center Library is located on the second floor of the Learning Resources Center. In addition to an impressive catalog, it offers access to subscription services, databases and tools including PubMed, AccessMedicine, Ovid, ClinicalKey, core electronic textbooks and has two liaison librarians dedicated to the School of Medicine.

For More Information
Visit: [Medical Center Library website](#)

Office of Faculty Affairs and Professional Development (OFAPD)

The Office of Faculty Affairs and Professional Development is dedicated to facilitating the career success and academic advancement of the faculty of Saint Louis University School of Medicine.

Our goals and primary functions include:

- Establishing policies that impact faculty at the School of Medicine

- Partnering with faculty governing bodies, including the Committee on Faculty Affairs, the Executive Committee of the Faculty Assembly, and the Faculty Senate

- Providing guidance, education, and procedural oversight for promotion and tenure

- Collaborating with Human Resources to facilitate new faculty appointments

- Supporting the Office of Professional Oversight to maintain a just culture environment

- Partnering with the Office of Multicultural Affairs to promote diversity at the School of Medicine

- Coordinating New Faculty Orientation

- Providing opportunities at the School of Medicine for faculty to enhance their repertoire of skills with a focus on career enhancement, leadership skill development, mentoring and work-life integration

- Overseeing issues related to the faculty review process, including annual review, mid tenure review, career counseling, and career development

For more information on any of the above mentioned functions please visit the OFAPD website. To schedule a career counseling session with Dr. Jane McHowat, Associate Dean of Faculty Affairs and Professional Development, please email Amy Repp, Faculty Affairs Coordinator, at amy.repp@health.slu.edu. These sessions are typically focused on promotion.

For More Information
Visit: [Office of Faculty Affairs and Professional Development website](#)

Parking and Card Services

Saint Louis University Parking and Card Services is open from 8:30 a.m. to 5 p.m. Monday through Friday. They are located at 3545 Lindell Blvd, First Floor, Suite 130

For more information on Parking Permits, Visitor Parking, University Permit Fees, Parking Regulations, and SLU IDs, please visit the Parking and Card Services website.

For More Information
Visit: Parking and Card Services website

Phased Retirement

Tenured faculty who wish to continue to teach a reduced course load at a proportionately reduced salary may choose phased retirement.

Only tenured faculty who meet the following three requirements qualify for phased retirement:
1   At least seven years of continuous full-time service to Saint Louis University,
2   Attainment of age 58 by the time the faculty member commences phased retirement, and
3   Attainment of age 60 by the time the faculty member completes phased retirement.

For More Information
Read: Faculty Phased-Retirement Policy

Promotion

The Office of Faculty Affairs and Professional Development is dedicated to facilitating the career success and academic advancement of the faculty of Saint Louis University School of Medicine. We support an environment where faculty members are encouraged to accomplish and excel in their professional goals.

Faculty promotions occur once each academic year.

For information regarding promotion and tenure eligibility, guidelines, checklists, processes, and timelines, please visit our office's Promotion site.

For More Information
Read: SLU School of Medicine Promotion website

Research

At Saint Louis University School of Medicine, our scientists focus on investigations that involve the basis of disease and how understanding the fundamental characteristics of diseases can be exploited for clinical treatment.

Our goal, as scientists and clinicians, is to bring science to the bedside and to offer novel therapies. Saint Louis University is one of only nine Catholic universities with a higher or highest research activity designation from the Carnegie Classification of Institutions of Higher Education.

Visit the School of Medicine's Research website for more information on:

- Centers and Institutes
- Clinical Trials Office
- The Grant Process at SLU
- Submitting a Proposal/Contract
- Finding Funding
- Research Policies

For More Information
Visit: [SLU School of Medicine Research website](#)
Visit: [University Research website](#)

Secondary Appointments

A faculty member who possesses the skills and competencies to justify an appointment in another academic unit or program may be given a secondary appointment, subject to the approval of the Provost or designee, upon recommendation of the Department Chairperson or comparable administrator of the primary academic unit and the appropriate Dean(s). A secondary appointment is non-tenurable and involves no sharing of salary between academic units or programs.

For More Information
Read: [Faculty Manual](#) (pg. 10)

SLU School of Medicine Constitution

Saint Louis University School of Medicine strives to improve the general health of all people through education, research, development and application of new knowledge in the basic and clinical medical sciences. The Faculty has

created the Constitution for the purpose of organizing programs, policies, and procedures for a self- governing body focused on transparency, collaboration, accountability, and representative participation in pursuit of this goal. The document serves to detail and enhance the process of shared governance throughout the School of Medicine, recognizing the rights and responsibilities of the Faculty of the School of Medicine as outlined in the Faculty Manual.

For More Information
Read: [SLU School of Medicine Constitution](#)

SLU School of Medicine Faculty Bylaws

The Bylaws have been developed to articulate the role of the faculty in the shared governance of the Saint Louis University School of Medicine as broadly outlined in the Constitution of the School of Medicine of Saint Louis University. The Bylaws apply to the goals, missions, and objectives of the School of Medicine and its Faculty as part of the larger organization of Saint Louis University. Where conflicts exist between the Bylaws and the Constitution, the Constitution shall take precedence.

For More Information
Read: [SLU School of Medicine Faculty Bylaws](#)

Tenure

Tenure is a contractual recognition of the faculty member's right to continuing employment that is subject to termination only by resignation as described in Sec. III.I.1 (Faculty Manual), retirement, medical reasons as described in Sec. III.H.12.b (Faculty Manual), death, mutual agreement, or for one of the causes for termination listed in Sec. III.I.5 (Faculty Manual). In cases of termination of a contract for cause during the contract period, the procedures to be followed are described in Sec. III.I.6 (Faculty Manual).

Tenure is normally associated with the ranks of Tenured Associate Professor and Tenured Professor. However, when the initial appointment is to one of these ranks, tenure is ordinarily withheld for at least two years, unless specific exception to this guideline is granted by the Provost.

A faculty member who is hired on a tenure-track appointment is considered to be in a probationary period subject to the rights contained in the Faculty Manual. The probationary period expires at the end of the completion of the eighth year of service for faculty members in the School of Medicine.

For More Information
Read: [Faculty Manual](#) (pg. 11)
Visit: [SLU School of Medicine Promotions and Tenure website](#)

Undergraduate Medical Education

At Saint Louis University, we are committed to teaching both the science and the art of medicine.

Our four-year M.D. program integrates the basic and clinical sciences through an organ system approach to medical education. Didactic settings are varied and include small group activities, computer-based instruction and case-based tutorials.

Our Clinical Skills Center offers students the opportunity to interact with trained standardized patients and practice selected clinical procedures on simulated models and mannequins before participating in the care of actual patients.

During third- and fourth-year clinical rotations, students continue developing their diagnostic and treatment competencies in a variety of supervised inpatient and outpatient settings.

For More Information
Visit: Undergraduate Medical Education website

Women in Medicine and Science (WIMS)

The membership of Women in Medicine and Science at Saint Louis University (WIMS) includes all faculty interested in issues related to the professional growth and advancement of women in academic medicine.

Membership is open to all full-time and adjunct faculty members. Activities and subcommittees are open to all persons interested in becoming involved in our organization and its mission.

For More Information
Visit: WIMS website