

Guidelines for Geographic Scope of Faculty Activities

The information below provides a framework for organizing activities on the CV by geographic scope and we have updated the CV template annotations to align with the information below. Proper organization helps to convey the impact and geographic reputation of the activity, which is an important consideration for promotion and tenure.

The information below should be viewed as guidance rather than a set of rules as occasionally the geographic scope of an activity is not straightforward. Whenever possible, we recommend adding annotated information to help explain the geographic category in the case of an unusual scenario that is not captured by the framework and FAQs below.

What we mean when we say local, regional, national, international:

Local	within the Austin area and Dell Med
Regional	Southwest (TX, AZ, NM, CA, CO, NV, OK, and UT)
National	Within USA <i>Can include annotation if those meetings rotate around the US</i>
International	Outside USA <i>Can include annotation if those meetings rotate around the US</i>

Geographic Scope of Invited Presentations, Abstract Presentations, and Related Activities:

- There are three geographic “lenses” through which to view the geographic scope of an invited presentation (or related activities): (1) Location of the conference where the invited presentation or abstract presentation occurred, (2) Location of the organization that is hosting/organizing the conference, and (3) Geographic scope of the audience/attendees.
 - Designation of a professional activity, such as an invited presentation or abstract presentation, between local, regional/state, national, or international is based primarily on the **geographic proximity of the conference** relative to UT (or wherever the faculty member was appointed at the time of the activity).
 - The geographic location of the organization is also a consideration, but most often is not the major determinant of geographic scope of the activity (See examples below).
 - The geographic scope of the affiliations of the audience or attendees is generally **not** a determinant of the geographic scope of the activity.

- Using invited presentations as an example, the concept is that an invitation to speak outside of the US is indicative of some evidence of an international reputation. Similarly, an invitation to speak outside of the state and region of the US is indicative of some evidence of a national reputation. On the other hand, an invitation to speak in Austin at an event that attracts a national audience is generally not considered a national - or regional - invited presentation.
- There are some situations where the geographic scope of the organization may be considered when assigning a geographic scope to the activity.
 - Examples of exceptions:
 - When a national professional society has an annual meeting that rotates from one city to another across the US and it happens to land in Texas one year, then that could be considered a national activity.
 - When an international professional society has an annual meeting that rotates from one city to another across the world and it happens to land in the US one year, then that could be considered an international activity.
 - When a regional organization in the US hosts a conference outside of the US (for example, in Mexico, the Caribbean, etc.), then the geographic scope is determined by the geographic relationship of the faculty member to the regional organization hosting the conference.
 - For the above scenarios, the CV should include an annotation explaining the rationale for the geographic classification of the activity.
 - For virtual activities, the geographic scope depends on where the host organization is located relative to UT (or wherever the faculty member was appointed at the time of the activity).

Geographic Scope of Professional Organizations:

- Faculty often participate in professional society service activities, such as service on committees. These professional society service activities are classified in terms of the geographic scope of the organization as this provides a form of evidence of geographic impact of a faculty member's work.
- Designation of the professional organization service activity between local, regional/state, national, or international is based on the **geographic scope** of the organization. The geographic scope can generally be inferred from the name of the organization (the American Society of X would be national, the International Association of X, would be international, and the Texas Chapter of the American Association of X would be statewide/regional). The geographic scope of the organization's membership is not a primary determinant of the geographic scope of the organization.

The geographic scope of the organization is distinct from the geographic scope of faculty activities such as invited presentations.

FAQs on Geographic Scope of Faculty Activities

- 1.** If a national organization that is based in Austin tends to host their conference in Austin every year and invites a Dell Med faculty member to present at the conference, is this considered a local or national invited presentation?

This activity would be considered a local invited presentation, not a national invited presentation. The concept is that the organization that repeatedly hosts a conference in Austin is more likely to draw from a pool of local speakers than rely on national reputation to inform speaking invitations.

- 2.** If a national organization has a local or regional chapter and invites a Dell Med faculty member to present, is this considered a national invited presentation?

This invited presentation would be considered a local or regional invited presentation, respectively, and not a national invited presentation.

- 3.** If a regional organization, such as the Southwest Surgical Congress (that includes Texas as part of the region) hosts a conference in Mexico, and invites a Dell Med faculty member to present at the conference, is this considered a regional, national, or international invited presentation?

This activity would be considered a regional invited presentation.

- 4.** If the host/organizing entity is the Northeastern regional chapter of a national organization and the conference takes place in Mexico, what is the geographic scope of the presentation?

This activity would be considered a national invited presentation because the invitation came from an organization in a region of the US outside of the region that Texas is in.

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