

CARVER COLLEGE OF MEDICINE NOMINATION GUIDELINES 2008-09
Collegiate Teaching Award

Nominations are welcome from students, colleagues, or department executive officers but should not be made by the nominee. Tenure-track and clinical-track faculty members with a primary appointment in the College of Medicine are eligible for the awards. Faculty members who received this award in the last three academic years (2005-06, 2006-07, 2007-08) should not be nominated this year.

The nomination packet should include (in this order):

1. A letter from the **nominator** describing the nominee's activities and accomplishments which demonstrate unusually significant and meritorious achievement in teaching during the academic years: 2005-06, 2006-07, 2007-08 (and Fall 2008). Use the format below [3 page maximum].
 - A. How does this nominee's teaching practices (including clinical lab or other formal settings) enhance **student learning**? As part of this discussion, please describe and evaluate the nominee's teaching materials and teaching activities.
 - B. How does this nominee's other contact with students (mentoring, advising, sponsoring of creative and/or scholarly achievements, etc.) contribute to **students' development** (intellectual growth, creative achievement, research, externships, publications, etc.).
2. A brief statement of nominee's teaching philosophy.*
3. A description of the nominee's teaching activities in the College of Medicine during the academic years listed above including courses, mentoring, advising, curriculum development, or scholarly work related to medical education. This description should be in outline or tabular form.*
4. An inclusive summary of student evaluations of the nominee's teaching (course or clerkship evaluations, etc.) for the past 3 years.* The summary should include quantitative data and representative narrative comments. Quantitative data should include sufficient information to allow reviewers to interpret the data, such as mean and standard deviation or range of scores, description of the rating scale and the number/type of students in the sample.
5. A supporting letter by a colleague describing the nominee's excellence in teaching during the above academic years. [limit to 2 pages]
6. Letters written by no more than four students (may include residents) consisting of supporting paragraphs about the nominee's strengths and qualities as a teacher.

The nominee should also sign the cover page (see next page) to indicate permission to release the information contained in the application.

The material for each nominee may not exceed 12 pages. Nomination materials (the original plus 16 copies) should be forwarded to the OCRME Advisory Committee, OCRME, 1204 MEB by 4:00 p.m. on November 12, 2008. Incomplete applications or those that exceed length limits may not be reviewed. If you have questions, contact Susan Lenocho (susan-lenoch@uiowa.edu ; phone 5-8907).

*Information to be provided by, or with consent of, the nominee.

Collegiate Teaching Award
2008-09

Name of Nominee: _____

Faculty Rank _____

Department _____

Campus Address _____

Nominator name and contact information:

I have read the information and I approve the release of all information therein for use in the selection of the Collegiate Teaching Award.

Nominee's Signature _____

Date _____

This page must be attached to each nomination for a Collegiate Teaching Award.