

CARVER COLLEGE OF MEDICINE NOMINATION GUIDELINES 2008-09
President and Provost Award for Teaching Excellence

The Advisory Committee to the Office of Consultation and Research in Medical Education (OCRME) is charged to assist the Dean to select nominations for the President & Provost Award. This award is intended to recognize and honor sustained levels of teaching excellence, and is submitted by the Dean to the Provost's Office. This year the Committee will review nominations prior to the Provost's call *using abbreviated nomination materials*, primarily the nomination letter. Please consider nominating faculty members from your department for this prestigious award. The Provost's office encourages meaningful student participation in the nomination process. Full consideration should be given to women and minority candidates. If you have questions please contact Susan Lenocho by e-mail: susan-lenoch@uiowa.edu or phone: 5-8907.

REQUIRED NOMINATION MATERIALS

The President and Provost Award for Teaching Excellence recognizes clinical-track or tenure-track faculty members who have achieved outstanding and sustained levels of teaching excellence and commitment to student learning. The award provides a \$3,000 honorarium and may be won only once. The Dean may submit multiple nominees. CCOM nomination materials should include (in this order):

- 1) Nomination cover sheet (see next page). Nominee and DEO signatures are required.
- 2) Nomination letter of no more than 3 pages that describes the nominee's record of sustained teaching excellence and commitment to student learning. Suggestions (it is not anticipated that nominees will demonstrate all of these):
 - description of the variety of teaching-learning activities in which the nominee has engaged;
 - how the nominee has demonstrated commitment to students;
 - how the nominee has contributed to the success of former students;
 - descriptions of the nominee's contributions to curriculum development, scholarly activities, the creation of teaching materials, leadership roles, etc.;
 - a list of previous teaching awards.

The letter may include quotations from the nominee's teaching philosophy, and comments by current and former students or faculty colleagues.

- 3) A list of courses taught and other teaching activities over the past five years that includes course name/number and student contact hours. This should be in outline or tabular summary format, e.g. course or activity, contact hours, and comment field/column if desired. (No more than 3 pages.)

Please forward nominations to OCRME by 4:00 p.m. on October 22, 2008. Electronic documents are preferred and may be sent to Robyn Miessler-Kubaneck at robyn-kubaneck@uiowa.edu (phone 5-6588).

The President & Provost Award for Teaching Excellence
2008-09

Name of Nominee _____

Faculty Rank _____

College _____

Department _____

DEO Name _____

DEO Address _____

DEO Signature _____

I have read the information and I approve the release of all information therein for use in the selection and for an announcement of The President & Provost Award for Teaching Excellence.

Nominee's Signature _____

Date _____

**This page must be attached to each nomination for
the President & Provost Award for Teaching Excellence**