

Dean's Excellence Awards

Junior and Senior Awards for Excellence in Teaching

Terms of reference and conditions

Submission deadline: **December 7, 2023**

The Award:

A call for nominations for the Dean's Excellence Awards – Junior and Senior Awards for Excellence in Teaching is issued every second year.

In the context of this award, teaching refers to the design, development and delivery of instructional, training, learning and assessment activities, either on-campus, off-campus or at distributed clinical learning sites, in-person or via digital technologies; and, supervision, mentoring, academic advising and consulting with learners. Educational scholarship refers to both research and innovation in medical and health professions education, and encompasses any material, product or resource originally developed to fulfill a specific educational purpose that has been successfully peer-reviewed and is subsequently made public through appropriate dissemination for use by others.

Categories: Senior or Junior

Normally, there shall be two awards offered in any award year: One for Junior and one for Senior. The nomination package must specify the category for which the individual is being nominated.

- There shall be no obligation to recommend an award in the absence of suitably qualified individuals.
- No individual shall receive the award more than once.
- Individuals may be nominated for any number of awards in a particular award year (in various award categories); however, no individual will be awarded more than one award in any given award year.
- Individuals may self-nominate
- Unsuccessful candidates are encouraged to have their nominations resubmitted to the next awards cycle (provided they meet eligibility criteria)

Eligibility of Nominee (s)

Junior Teaching Award: An award for outstanding teaching and/or educational scholarship may be given to **junior faculty members** holding part-time, regular term, or tenure-track appointments (clinical or non-clinical) **who are within seven years of their first faculty appointment.**

Senior Teaching Award: An award for outstanding teaching and/or educational scholarship may be given to **senior faculty members** holding part-time, regular term, or tenure/tenure-track appointments (clinical or non-clinical) **who are currently beyond seven years in their first faculty appointment.**

Please note that eligibility is based on the calendar year not the month the faculty appointment date was made effective. In cases where legitimate leave has impacted the nominee's academic tenure; such as parental leave and extended illness, the committee will take this into consideration at the adjudication stage. Such leave must be clearly identified in the letter from the nominator/applicant.

Required Nomination Documentation

1. Nomination letter (which includes a statement as to which award, Junior or Senior, the individual is being nominated for)
2. A one page citation or appraisal of the individual's teaching and/or educational scholarship describing the candidate's contribution and accomplishments in a way easily understandable to those outside the discipline. This will be used for public relations purposes for the successful individuals, as well as for a reminder to referees of the individual's major contributions.
3. A CIHR formatted Common CV or its equivalent; excerpts from a candidate's Teaching Dossier would be acceptable to highlight teaching and/or educational scholarship contributions and accomplishments
4. *One letter of Reference
 - The referee can be from within or outside Memorial University
 - Multiple letters of reference are permitted

*An eligible faculty member may self-nominate, in which case a letter of reference from another individual is required. If a faculty member is nominated by another individual, that individual may combine a nomination letter and letter of reference.

Submission

Complete nomination packages should be submitted to the Chair of the Faculty of Medicine Awards Committee via the Office of Research and Graduate Studies (rgs@mun.ca) no later than **December 7, 2023**.

Review

The Faculty of Medicine Awards Committee (or subcommittee thereof) is responsible for this award program and shall undertake the evaluation of nominations. Nominees will be adjudicated based upon the quality, excellence and impact of their teaching and/or educational scholarship. Recommendations will be submitted to the Dean of Medicine for final approval.

Award Process

Awardees will be notified in writing. There will normally be a ceremony to recognize award recipients, and they will be presented with a certificate in recognition of their contributions to teaching and/or educational scholarship.