

TERMS OF REFERENCE

NEW

Faculty of Medicine Excellence in Teaching Award (PhD Faculty)

INTRODUCTION

This award recognizes excellence in teaching by PhD faculty in undergraduate or graduate programs offered in the Faculty of Medicine.

ELIGIBILITY

Nominees must hold a primary academic appointment (professoriate or instructor) in the Faculty of Medicine and must have an established record of teaching at Dalhousie.

Unsuccessful nominations from previous years may be revised and resubmitted, with no limit on the number of times a faculty member may be nominated. Nominations will be retained on file for an additional 2 years for reconsideration.

NOMINATION PROCESS

The following documentation is required when submitting a nomination:

1. **A letter of nomination (no longer than two pages) from a department head or school director.** This letter should provide an overview of the nominee's teaching approach and accomplishments, including:
 - How the nominee's contact with students (mentoring, advising, classroom, small group lab teaching, etc.) has enhanced student learning and intellectual development.
 - How the nominee's teaching approach (philosophy, methods, style, materials, teaching aids, etc.) has uniquely enhanced student learning.
 - How the scholarly works or creative achievements of the nominee have or may have enhanced the quality of their teaching.
 - Any other evidence in support of teaching excellence (e.g., teaching-related professional development programs completed, prior awards or nominations for awards, etc.).
2. **Up to two letters of support from colleagues (no longer than 2 pages each).** These letters should preferably come from someone with direct knowledge of the nominee's teaching activities. They should speak to the quality of the nominee's teaching activities and how these activities have directly contributed to the excellence in teaching. These letters may include direct quotes from current or former students (to be gathered by the person writing the letter).

3. **An abbreviated CV (no longer than four pages).** Full-length CVs will not be considered; please do **not** include them with the nomination package.
4. **A teaching dossier** (full length, including teaching evaluations).

Please note that applications must be complete to be considered.

SELECTION CRITERIA

The Faculty Awards Committee will select one award recipient per year.

Nominations will be considered according to the following criteria:

- Sustained record of teaching excellence at Dalhousie
- Demonstrated ability to engage learners through a variety of teaching methods
- Evidence of strong mentorship of learners
- Creation of a positive learning environments

DEADLINE

Nomination packages must be submitted to Awards.Medicine@dal.ca no later than **April 15**. Please submit all documents at once.

ANNOUNCEMENTS

Recipients will be notified by May 15 and announced publicly at the Annual Faculty Meeting in June.

PAST RECIPIENTS

The Faculty of Medicine Excellence in Teaching Award (PhD Faculty)

2023 | *New award*

February 2023