

 <p>DALHOUSIE UNIVERSITY FACULTY OF HEALTH</p>	<p><i>Policy Sponsor:</i> Dean Faculty Council</p>	<p><i>Approval Date:</i> May 26, 2016</p>
<p>Terms of Reference:</p> <p>William Webster Excellence in Interprofessional Education Award</p> <p>(est. 2016)</p>	<p><i>Responsible Unit:</i> Faculty Council Associate Dean Academic</p>	<p><i>Amendments:</i> November 24, 2016 Formatting, March 2018</p>

Title

William Webster Excellence in Interprofessional Education (IPE) Award

Purpose

The purpose of the award is to recognize an individual or a team who/which has demonstrated excellence in teaching and/or leadership with regard to implementing and/or developing innovative, effective and sustainable IPE opportunities.

Award Recognition

- The award consists of a plaque that is displayed in the Dean’s Office and a similar plaque is presented to the award recipient. The recipient will normally be acknowledged at a Full Faculty meeting or another Faculty event.
- The recipient receives \$500 towards their teaching or research program.

Eligibility

Members within the Faculty of Health (including faculty, staff, administration), who have worked two consecutive years in the Faculty of Health and have not previously received the award within the last five years. Eligibility also includes individuals working in practice settings who have directly contributed (over the course of two consecutive years) to the interprofessional education of Faculty of Health students.

Criteria

Both nominators and evaluators should consider the following criteria as a guideline for consideration. The nominees should clearly identify the initiative that demonstrates excellence in IPE and provide evidence to support. Supporting evidence can include but is not limited to:

1. Demonstrated excellence in interprofessional education. This could include, but is not limited to:
 - the development or application of IPE curriculum
 - the development or application of innovative IPE teaching strategies or learning experiences to enhance collaborative student learning
 - the development or application of innovative IPE assessment strategies that enhance student learning
 - development or application of innovative fieldwork / practice IPE learning opportunities and/or strategies

- development of organizational / institutional structures to support IPE
 - development of faculty training / mentorship program that enhances IPE
2. Demonstrated evidence that the IPE initiative has made a positive and sustainable impact on student learning. This could include, but is not limited to:
- presentation or publication of the IPE approach
 - conceptualization and evaluation of the IPE initiative grounded in the relevant literature
 - positive student feedback, enhanced learning experience evident in student work in the classroom and/or in the field
 - evidence of improved interprofessional student collaboration within on-site and/or fieldwork courses
 - evidence of improved interprofessional collaboration of practitioners within health care settings
 - evidence that the organizational/ institutional structures have a) enhanced/increased IPE opportunities, and/or b) created clear and efficient pathways toward the development/implementation of IPE
 - letters from students and/or colleagues, examples of IPE teaching tools, self-reflection from the nominee, excerpts of student work

Award Nomination

- The Dean's Office, via established communication channels, such as, Faculty listserves and any other available means, shall issue a call for nominations. No letters of nomination will be accepted after the deadline
- Faculty of Health faculty, staff, students and practice partners can nominate a candidate
- Self-nominations are not accepted.

The nomination package must include:

1. Letter of nomination
 - Identifying information on the candidate (or team) and the candidate's School/College affiliation
 - Rationale/supportive reasoning for the nomination
 - Identifying information and School/College affiliation of the nominator
2. Cover letter from the nominee (max. 3 pages). The cover letter must include a description of the IPE contributions, with a rationale as to why these contributions contribute to excellence in IPE. As needed, pertinent Appendices may be included, not to exceed 10 pages (e.g., assignment description, sample assignments, signed comments from students related to the IPE contributions)
3. The nominee's abbreviated CV (max. 8 pages)
4. Two additional letters of support, one letter must be from a current or former student and one letter must be from a faculty member

The complete nomination package is to be submitted electronically in a single PDF to the Faculty of Health (health@dal.ca). Directors will be notified when a member of their unit has been nominated for the award.

Nomination of the Selection Committee

- The Faculty of Health Teaching Award Committee shall consist of three elected faculty members, one alternate faculty member, one appointed member from outside the Faculty of Health and one Faculty of Health student.
- Each member from the Faculty of Health will normally be from a different School/College.
- The faculty of Health Associate Dean (Academic) will serve as an ex-officio member of the Committee.

- The Dean's Office, via established communication channels (such as Faculty listserves and the Faculty Update) shall issue a call for nominations of Faculty of Health committee members (regular and alternate). Should an election become necessary, it will be done in accordance with Faculty policy.
- If an insufficient number of nominations are received, the Dean will contact faculty members directly to determine their interest in serving. The Dean will contact last year's recipient of the award first.
- The member external to the Faculty will be appointed by the Dean.
- The student member will be recruited by the Faculty of Health's Student Societies and must be a Faculty of Health student.
- All members of the Committee will normally serve for two years (staggered terms are desirable) with the exception of the student member who shall normally serve one year.
- Senate policy on Conflict of Interest must be followed and current nominees cannot be members of the committee.
- At its first meeting, the Committee shall elect its Chair from the three Faculty of Health members.