

NOMINATION GUIDELINES

John P. Long Teaching Award in the Basic Sciences

Nominations are due November 11, 2009 in the Office of Consultation and Research in Medical Education (OCRME), 1204 Medical Education Building. Nominations are welcomed from colleagues, students and alumni but should not be made by the nominee or members of the selection committee. The responsibility for assembling and submitting the nomination packet lies with the primary nominator, although team efforts in assembling the material are encouraged. In preparing the nomination packet for submission, nominators might keep in mind that the packet will be photocopied for distribution to the members of the selection committee. Thus there is no particular advantage to the use of binders, etc., other than to keep the pages neat and clean. It would also be helpful if there were no stapled pages (paper clips or binder clips are acceptable).

Material to be Included in the Completed Nomination Packet

I. Curriculum Vitae

Please use The University of Iowa Carver College of Medicine format. Special attention should be given to ensure that Section II, Teaching Activities, and Section I C, Honors and Awards, have been updated and are complete.

II. Teaching

A. Information provided by the **nominee** – a brief statement articulating the nominee's teaching philosophy [one page].

B. A description by the **nominator** of the activities and accomplishments that demonstrate unusually significant and meritorious achievement in teaching throughout career. The description should include [four page maximum]:

1. How this nominee's teaching uniquely enhanced student learning, e.g., methods, style, and spectrum of material, teaching aids.
2. How this nominee's contact with students (mentoring, advising, etc.) has enhanced student learning and intellectual development (creative achievement, research, externships, publication).
3. Analysis of teaching materials and class activities.
4. How the scholarly works or creative achievements of the nominee have or may have enhanced the quality of his/her teaching.
5. Documentation of excellence in teaching (e.g., awards or nominations for awards, course evaluation or teaching evaluation forms on more than one occasion.)

C. A brief narrative by a **colleague** describing the nominee's career teaching activities and explaining how these activities directly contributed to the colleague's University of Iowa teaching.

D. Letters written by 3-7 **students and alumni** (at least one letter from each group) consisting of supporting paragraphs about the nominee's strengths and qualities as a teacher [no length limit].

III. Research and Service

Provide a global summary of the primary area of research interest in which the nominee has engaged during his/her career and a brief synopsis of any major contributions to this field. Provide a global summary of the service contributions made by the nominee to The College or The University or to a national organization during his/her career [one page].

IV. Signature

The nominee must sign the cover page to indicate permission to release the information contained in the application.

Nomination Form

**John P. Long
Teaching Award in the Basic Sciences**

Nominator _____

Name of Nominee _____

Faculty Rank _____

Department _____

Nominator's Signature _____

Date _____

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 Dr. John P. Long Teaching Award in the Basic Sciences.

Nominee's Signature _____

Date _____

This page must be attached to each nomination for the Dr. John P. Long Teaching Award in the Basic Sciences.

DR. JOHN P. LONG TEACHING AWARD IN THE BASIC SCIENCES

GUIDELINES

Intent

The intent of this award is to recognize outstanding career-level teaching contributions by the basic science faculty. The personal and professional qualities exemplified by Dr. Long in his extended and distinguished career in the basic sciences at The University of Iowa serve as a model for this award.

1. His dedication as an educator and his demonstrated excellence as a teacher of students at all levels in the basic sciences during his entire academic career.
2. His established career long research interest in the autonomic nervous system.
3. His multiple and extended periods of administrative service on behalf of the Basic Sciences and The Carver College of Medicine as well as The University of Iowa itself.

Purpose

The purpose of the award is to honor Dr. Long for the qualities noted above, and to annually acknowledge and encourage a basic science faculty member who exhibits similar qualities. It is hoped that the award will stimulate future basic science faculty to emulate Dr. Long's devotion to education, teaching, research and service to The University.

Selection Criteria

The award shall be a senior faculty member whose primary academic appointment lies within one of the following basic science departments: Anatomy and Cell Biology, Biochemistry, Microbiology, Pathology, Pharmacology, or Physiology and Biophysics. Department chairpersons will be eligible for selection, but committee members will be ineligible during the tenure of their service on the committee. The award will be selected first and foremost (~60%) on the basis of sustained demonstrated interest in the educational process and programs, as well as teaching of the entire spectrum of students taught by the basic science departments exclusive of activities limited solely to students in the research laboratory setting. Secondary selection criteria include an established area of research interest (~30%), and service to The Carver College of Medicine or The University, or a national organization (~10%).

Selection Committee

The award shall be chosen by a committee comprised of a single voting member from each of the aforementioned basic science departments and the Associate Dean of Students and Curriculum, who will serve as the ex officio chairperson for the committee. Input shall also be sought on an ad hoc basis from the Office of Consultation and Research in Medical Education (OCRME). Committee members will be designated by their respective department chairpersons to serve for a three-year period with staggered turnover by each department in rotation of two of the committee members each year.

Nomination Process

The Dean's office will call for nominations for The Dr. John P. Long Teaching Award in the Basic Sciences from all basic science faculty each year. Current students and alumni will be notified of the award and encouraged to nominate faculty in conjunction with a member of the prospective candidate's department. It is hoped that inclusion of past and present students in the nomination process will serve to document the long term and ongoing commitment of the nominee to education. Committee members will be ineligible to participate in the nomination process during their tenure on the committee. The committee will meet to review nomination materials and to select the award by April 30 of each year.

The Award

The Dean's office will present the award to the recipient at the annual Carver College of Medicine Faculty Celebration in conjunction with the presentation of the Dr. Ernest O. Theilen Clinical Teaching and Service Award to a member of the clinical faculty. The award and recipient will also be listed in the commencement program distributed at The Carver College of Medicine Commencement ceremony in May. The award shall be equal in amount to that of the Theilen award, and as with that award, this amount shall be reviewed every three years to ensure that it is sufficient to assure that the award remains both prestigious and the premier faculty teaching award in The Carver College of Medicine. There will be no changes in the use of the funds or the intent of the award without the written consent of the departments represented on the committee for the basic sciences.

The awardee will also receive a plaque indicating the name of the award and the recipient's name. In addition, the awardee's name will be inscribed on a plaque along with all other recipients' names, and this plaque shall be displayed in a place of prominence within the Bowen Science Building foyer, or the foyer of any future building that becomes the primary site for instruction within the basic sciences.