

Academy of Health Science Educators (AHSE)

Letter of Nomination Guidelines

Thank you for writing a letter of nomination for a Fellow candidate of the University of Utah Academy of Health Science Educators. Fellows will be recognized as outstanding educators in their field and advocate for excellent education in their departments, colleges/schools, and larger health sciences community. Fellows will join an Academy committee and be an active participant in the Academy's development and activities. By maintaining an active contribution to the Academy, Fellows will be instrumental in developing an outstanding educational reputation for the University of Utah Health.

Please describe the educational qualities and accomplishments of the candidate. The candidate has chosen two categories from the "Areas of Excellence in Health Science Education" Criterion-based Matrix (categories below).

Matrix Categories

- Direct Teaching
- Innovation in Educational Instruction
- Advising and Mentorship
- Educational Administration and Leadership
- Educational Research and/or Dissemination

Using the candidate's chosen two categories, please refer to the specific requirements on the matrix to guide your letter. The matrix is on the second page of this document. Especially note any activity or achievements that are not publicly available. Examples:

- Assumes greater than average teaching or mentorship duties
- Receives outstanding teaching or mentorship evaluations
- Creates or develops innovative curricula or teaching methods

A letter template is provided on the third page of this document. The template is a guide and does not need to be followed exactly.

Send the Letter by Monday, December 4, 2017 at 5 PM MT to: academyhseeducators@hsc.utah.edu.

(You may also send the letter back to the applicant and he/she can upload it to the online application)

Address the Letter to:

Wendy Hobson-Rohrer, MD, MSPH
Director, Academy of Health Science Educators
University of Utah

Areas of Excellence in Health Science Education

Criterion-based Matrix

Only health science education experience (from the U of Utah and external institutions) will be considered when reviewing the Fellow Application. For selection to the University of Utah Academy of Health Science Educators, the faculty member must demonstrate excellence in **two of the five** categories below, according to the following criteria:

Direct Teaching	Innovation in Education	Advising and Mentorship **	Educational Administration and Leadership	Educational Research and/or Dissemination
<p>REQUIREMENT ONE: 1. Consistently receives outstanding teaching evaluations, teaching award(s), or other recognition as an outstanding teacher and role model for trainees</p>	<p>REQUIREMENT ONE: 1. Creates excellent courses/curricula/programs or develops innovative teaching methods such as educational software, evaluation tools, online instructional videos, packaged courses or workshops, etc. and/or uses innovative technology/methods to teach</p>	<p>REQUIREMENT ONE: 1. Demonstrates significant impact on the lives of his/her mentees through feedback, awards or other documentation from mentees</p>	<p>REQUIREMENT ONE: 1. Has demonstrated excellence in educational administrative and leadership roles, as evidenced by the impact of his/her decision making, successful site visits, program success rates, etc.</p>	<p>REQUIREMENT ONE: 1. Has had an impact on the local and/or national community of health science educators through educational research/publishing activities and other modes of dissemination</p>
<p>REQUIREMENT TWO: 1. Has a commitment to excellence in teaching <i>and</i> assumes additional teaching duties when appropriate OR 2. Has earned a national or international reputation as an educator as evidenced by leading workshops focused on education OR 3. Is recognized nationally for excellence in direct teaching of patients and families OR 4. Has pursued additional training in education resulting in a degree, certificate, or designation</p>	<p>REQUIREMENT TWO: 1. Consistently receives excellent evaluations for new courses/ curricula/ educational materials OR 2. Has earned a national reputation as an innovative educator as evidenced by being asked to speak, teach, or write about his/her curricular innovations, or having had them used nationally and/or internationally OR 3. Has earned a national reputation as an innovative educator through the use of innovative technology and/or simulation OR 4. Has earned a national reputation as an innovative educator in the field of service/ community engaged learning</p>	<p>REQUIREMENT TWO: 1. Has a commitment to excellence in mentorship <i>and</i> assumes additional mentorship duties when appropriate OR 2. Has earned recognition from national organizations for advising or mentorship provided, as evidenced by honors/awards for this service OR 3. Has excelled in mentorship and advising of service/ community engaged learning scholars</p> <p>** May mentor and advise undergraduate, professional and graduate students, residents, fellows or junior faculty, including sitting on dissertation committees. Mentorship is usually outside of typical teaching activities.</p>	<p>REQUIREMENT TWO: 1. Has held responsible educational leadership positions within the institution, such as: dean; clerkship or course director; program director; or chair of major decision-making educational committees OR 2. Demonstrates service as an officer or committee chair on education-associated committees of national organizations OR 3. Has served as a member of editorial boards of journals with a focus on education (or as an expert on education-related issues in other journals) OR 4. Has demonstrated consistent participation in national educational activities - e.g., Accreditation Review Committee, programs sponsored by professional organizations, re-certification, workshops and symposia, etc.</p>	<p>REQUIREMENT TWO: 1. Is the principal investigator or mentor on peer-reviewed grants related to health science education OR 2. Has an ongoing, peer-reviewed publication record related to health science education with documentation of significant authorship contribution OR 3. Has other evidence of research or dissemination in teaching or learning (including online dissemination, development of apps, national peer-reviewed educational workshops, etc.)</p>

Insert Date

Wendy Hobson-Rohrer, MD, MSPH
Director, Academy of Health Science Educators
University of Utah

Dear Dr. Hobson-Rohrer,

I very strongly/strongly support Insert Name in his/her application to be a Fellow in the Academy of Health Science Educators. Insert Name is an Choose a Rank of Insert Department in the Choose College/School. He/She plans to focus on the following two "Areas of Excellence in the Health Science Education" Matrix Categories: 1. Choose a Category and 2. Choose a Category. I am familiar with Insert Name's educational work because Click here to enter text.

Insert Name meets Choose Category 1 because Click here to enter text. The candidate has made an impact on Describe the impact the candidate has had at a department, college, institution, or national/international level

Insert Name meets Choose Category 2 because Click here to enter text. The candidate has made an impact on Describe the impact the candidate has had at a department, college, institution, or national/international level

In addition to these two areas, Insert other educational roles, achievements, or activities that may enhance this candidate's application.

I very strongly/strongly recommend Insert Name as a Fellow in the Academy of Health Science Educators.

Sincerely,

Insert your name

Insert your title