

**2009 - 2010 DEAN'S TEACHING FELLOW PROGRAM
University of Rochester School of Medicine and Dentistry**

ANNOUNCEMENT AND CALL FOR APPLICATIONS

The Dean's Teaching Fellow Program (DTF) is designed to:

- Further the development of a core group of master educators.
- Promote the careers of MD and PhD faculty in medical/dental education.
- Support educational innovations and research at the URSMD

The DTF program is open to junior and mid-career faculty members committed to academic careers. Up to five fellows are selected yearly. Fellows are expected to spend 15% of their time on the program for 1 – 2 years. Continuation for a second year of the fellowship requires an interim progress report and a letter confirming continuing support from their department.

In this program Fellows will work closely with one another and education experts to:

- implement educational projects
- learn educational theory
- explore new teaching methods, and
- develop skills in educational research and curriculum innovation

Upon completion of the program Fellows will have conducted a scholarly educational project and acquired new skills in curriculum design, large and small group teaching, problem-based learning case construction and tutoring, methods of student assessment, and educational outcomes research. Leadership skills in academic medicine will be emphasized.

A stipend of \$13,000 for salary relief (including benefits), and up to \$3000 in support to complete and present the project will be provided to each selected Fellow.

Criteria for selection:

- The quality of the proposed educational innovation and/or research project
- The applicant's commitment to medical education at the undergraduate, graduate or continuing medical education level as part of his/her anticipated career trajectory.
- The applicant's willingness to serve as a master teacher and mentor for future Fellows and other faculty.
- Identification of a suitable mentor for the project.
- Support from the applicant's Chair for 15% FTE to be devoted to the program.

For More Information Please Contact:

Ronald Epstein, M.D.
Professor
Department of Family Medicine
1381 South Avenue
585-506-3484 ext. 205
Ronald_Epstein@urmc.rochester.edu

Denham S. Ward, M.D., Ph.D.
Associate Dean
Faculty Development-Medical Education
Chair, Department of Anesthesiology
Professor, Anesthesiology & Biomedical Engineering
601 Elmwood Avenue, Box 604
585-273-5380
Denham_Ward@urmc.rochester.edu

APPLICATION DEADLINE: February 2, 2009

Please Send Applications to:

Andria A. Mutrie
Office of the Associate Dean, Faculty Development Medical Education
601 Elmwood Avenue, Box 604, Room 5-5524
Phone: (585) 276-3782 Fax: (585) 244-7271
andria_mutrie@urmc.rochester.edu

DEAN'S TEACHING FELLOW PROGRAM
University of Rochester School of Medicine and Dentistry

PROGRAM DESCRIPTION

The Dean's Teaching Fellow (DTF) Program at the University of Rochester School of Medicine and Dentistry was initially created in the early 1990's by Jules Cohen, MD, former Senior Associate Dean for Medical Education. Initially designed to recognize faculty who made important contributions to medical education, the program was expanded in 2001 to provide a rigorous curriculum to further the development of 3-4 highly qualified faculty members per year based on their commitment to careers in medical education. The purpose of the DTF Program is to:

- Further the development of a core group of master educators.
- Promote the careers of faculty in medical education.
- Support educational innovations and research at the University of Rochester SMD

Eligibility: The DTF Program is open to junior and mid-career faculty members from all departments and centers at the School of Medicine and Dentistry who are committed to academic careers with a significant focus on medical education. Basic science and clinical faculty are eligible to apply. Applicants must identify a mentor to assist with the design and implementation of the project, and also obtain a letter of support from the Chair of their department confirming that they will be released from other responsibilities to be able to participate in the program. If the Chair is also serving as the mentor, then an additional letter from a senior faculty is required. A letter from a peer regarding the applicant's teaching is also required.

Expectations of Fellows: Fellows are expected to spend 15% of their time on the program for 2 years. This includes a seminar series for 3 hours twice monthly from September through June for a total of 20 sessions per year, and completion of an educational project. Continuation for a second year of the fellowship requires an interim progress report and a letter confirming continuing support from their department. Fellows are expected to present their projects as posters at each annual education conference in Rochester, and to submit the project for publication and/or presentation at a national meeting.

Description of the Program: Fellows will work closely with one another and with local and national education experts to implement educational projects, and develop expertise in educational theory, teaching methods, educational research and curriculum innovation. They will also develop career planning and leadership skills.

A **seminar series** meets twice monthly during the academic year. Each seminar focuses on a different area of educational theory, research methods, teaching methods, educational technology, curriculum design, assessment of students, faculty development, leadership, and career planning. Topics will repeat every two years. The DTF endowment has allowed us to invite four or five visiting professors per year. Generally the sessions consist of a 2 hour seminar on a medical education topic, with the final hour reserved for discussion of fellows' projects or presentations from former Deans Teaching Fellows. These are required sessions, and fellows must arrange their schedules to be able to attend.

Each fellow will undertake an **educational project** expected to last the two years and to culminate in a publication or presentation at a national meeting. The project may involve an educational innovation, new methods of assessment and/or research using new or existing data. Each project must involve an evaluation component. Examples of recent projects include creating a web-based curriculum for internal medicine trainees, development of a course in narrative medicine, implementation of a standardized patient examination in a surgery clerkship, transitioning from slides to electronic images in pathology education and analysis of data from peer assessments.

Upon completion of the program Fellows will have conducted a scholarly educational project and acquired new skills in curriculum design, large and small group teaching, problem-based learning case construction and tutoring, methods of student assessment, and educational outcomes research. They will be poised to take on greater responsibility and leadership at the local and national levels.

Stipend: The DTF program is supported by an endowment. Each fellow is offered a yearly stipend of \$13,000 for salary relief (including benefits), and up to \$3000 yearly in support for research-related expenses and travel to educational conferences. It is recognized that each fellow's department will contribute the difference between the stipend and the fellow's salary. Funds for each fellow must be expended by June 30 of the academic year; they will not be carried over.

Selection: Up to five fellows are selected yearly. Criteria for selection include:

- The quality of the proposed educational innovation and/or research project
- The applicant's commitment to medical education at the undergraduate, graduate or continuing medical education level as part of his/her anticipated career trajectory.
- The applicant's willingness to serve as a master teacher and mentor for future Fellows and other faculty members.
- Identification of a suitable mentor for the project.
- A letter of support from the applicant's Chair specifying that the fellow will be relieved of 15% FTE of current duties to devote that time to the program.

For More Information Please Contact:

Ronald Epstein, M.D.
Professor
Department of Family Medicine
1381 South Avenue
585-506-3484 ext. 205
Ronald_Epstein@urmc.rochester.edu

Denham S. Ward, M.D., Ph.D.
Associate Dean
Faculty Development-Medical Education
Chair, Department of Anesthesiology
Professor, Anesthesiology & Biomedical Engineering
601 Elmwood Avenue, Box 604
585-273-5380
Denham_Ward@urmc.rochester.edu

**APPLICATION FOR 2009 - 2010 DEAN'S TEACHING FELLOWSHIP
September 2009 Start Date**

Name _____

Current Academic Title _____

Mailing Address _____

Telephone _____

E-Mail _____

Title of Proposed Project _____

Abstract of Proposed Project (200 words, maximum):

Faculty Applicant's Signature: _____ **Date:** _____

***Department Chair's Signature:** _____ **Date:** _____

**The Department Chair acknowledges that the faculty member will be released from 15% FTE of current duties in order to devote that time to the Dean's Teaching Fellow program for the duration of the project. \$13,000 in combined salary and benefits is awarded each fellow as departmental budget relief.*

Submit with Application:

1. A 3-page description of a scholarly project to be completed as part of the program (**see attached guidelines**)
2. Brief personal statement explaining your career path and benefits of participation in the Dean's Teaching Fellow Program (1 page).
3. *Curriculum vitae* highlighting educational experiences and past educational courses
4. Three letters of support
 - a. Department Chair (recommendation and attestation of 15% release time)
 - b. Peer
 - c. Proposed mentor (If the Dept. chair, then a letter of recommendation from a senior faculty member.)

Submit applications by February 2, 2009 to

Andria A. Mutrie
Office of the Associate Dean, Faculty Development Medical Education
601 Elmwood Avenue, Box 604
Room 5-5524
Andria_Mutrie@urmc.rochester.edu
Phone: (585) 276-3782 Fax: (585) 244-7271

Guidelines for Dean's Teaching Fellow Project Proposal

Use this outline as a guide for your project description. Please limit the narrative to three pages, single-spaced, with 12-point font and no appendices. The project should be feasible to complete and present within the 2-year time-frame of the program. It should involve either development of educational programs for medical students, residents, fellows or teaching faculty or research in medical education.

A. *Introduction*

1. **Rationale/Purpose of the Project:** A general statement of purpose. Describe why the project should be undertaken. For both research projects and educational innovations, state the underlying theory and cite a brief literature review. Describe how the project is innovative. What impact will the project have locally? Nationally?

2. **Objectives/Hypotheses:** For an educational innovation, describe the specific objectives of this project. For a research project, describe the hypotheses that are driving the project.

3. **Population:** What learner group(s) will be served and/or studied?

B. *Project Plans*

1. **Methods:** Please provide a detailed description of the program, intervention or research protocol.

2. **Timeline:** Please outline a schedule of dates for completion of various stages of the project.

3. **Outcomes:** What types of new knowledge, educational programs or materials will result from this project? What will next steps be after completion of the project?

C. **Feasibility:** How will the project be implemented? Whose support, approval and cooperation will you need? What material resources will you need? How will the project fit into the current curriculum? How will you promote their interest, attendance and follow-through?

D. **Mentoring:** Who will be your mentor? What qualifications does he or she have? What expertise or skills that you need cannot be provided by your mentor? If you have difficulty identifying an appropriate mentor, please contact the Director of the Dean's Teaching Fellows Program.

E. **Evaluation:** How will the outcomes of the project be assessed?

F. **Budget Associated With Project:** \$3000 Maximum per year (to support costs associated with the project, and costs for travel to present at a national meeting).

To assist in preparation of application materials, candidates may request examples of successful applications from the Office of the Associate Dean for Faculty Development-Medical Education (276-3782). Applications will be reviewed and the Fellows selected by the Dean's Teaching Fellow Advisory Board. Accepted proposals will be discussed further with directors of the Dean's Teaching Fellowship for suggestions and modifications.