

University of Florida College of Medicine

Society of Teaching Scholars

By-Laws

Name:

Society of Teaching Scholars

Mission:

To honor and foster teaching and educational scholarship.

Goals:

1. To provide a forum to recognize and reward College of Medicine faculty who have demonstrated excellence in teaching and in a commitment to medical education.
2. To serve as mentors and models to faculty, residents and students.
3. To promote faculty members' educational scholarship and enhancement of the educational mission of the College of Medicine.

Membership:

Eligibility

1. A faculty member must be an experienced teacher of learners across the continuum with demonstrable teaching excellence.
2. A faculty member must have a record of educational scholarship.

Selection Process

1. Nominations may come from faculty, trainees, or self.
2. Nominations must be received by the nomination deadline established by the Selection Committee.
3. Nominees must submit a letter of intent and CV that will contain materials to verify eligibility.
4. Upon verification of eligibility, the Society will require nominees to submit College of Medicine's educational portfolio by the portfolio deadline established by the Nomination and Selection Committee.
5. Members of the Nomination and Selection Committee will review submitted education portfolios.
6. Members will make final selections each year by majority vote and only those physically or virtually present for the discussion of candidates may cast a vote.

Honorary Membership

Honorary members must be faculty at the University of Florida College of Medicine and maybe nominated by any member of the Society. Membership will be determined by a majority vote of members present for the

discussion. Honorary membership is based upon a documented history of support for and involvement in the education mission which should be addressed in the nominating letter.

Meetings:

Meetings will be held at a minimum biannually, and will be scheduled at the discretion of the Chair.

Officers:

Chair

Nominations, including self-nominations, can come from any member of the Society. After a majority approval vote of the entire Society, the Chair will serve a term of two consecutive years, beginning July 1. Duties include scheduling and running meetings, overseeing the implementation of annual goals, coordinating awards, and ensuring the existence and functioning of other officers and committees.

Chair Elect

Chair elect is a two-year term role. Duties include assisting the Chair in his/her duties and preparing to assume the role of Chair.

Chair of Nomination and Selection Committee

This Chair will be determined annually, based on nominations and a vote and may serve multiple terms.

Chair of Medical Education Week

This position resides in the Office of the Associate Dean for Medical Education (Gainesville).

New positions can be proposed by any member of the Society and determined by a majority vote.

Committees:

Nomination and Selection Committee

This committee is comprised of the Chair, Past Chair and Chair Elect. Responsibilities include soliciting nominations for new Scholars, coordinating the educational portfolio training and review processes, and coordinating the selection of new Scholars. There must be a minimum of 3 members.

Awards Committee

This committee is comprised of a minimum of 3 Society members. Committee membership will be staggered 3-year terms with option for renewal. Committee members are not eligible for STS awards. The committee will solicit nominations and coordinate the process to select winners.

Scholarship Committee

This committee is comprised of a minimum of 3 Society members. Committee membership will be staggered 3-year terms with option for renewal. The committee may invite a non-STs member to serve as needed. Responsibilities include review of the stipend proposals to insure they are feasible and enhance the education mission. Prioritized proposals will be recommended to the Senior Associate Dean for Educational Affairs (Gainesville) for final funding approval.

New committees can be proposed by any member of the Society and determined by a majority vote.

Finances:

The budget for the Society of Teaching Scholars is supported by the Office of the Senior Associate Dean for Educational Affairs (Gainesville). Each new inductee receives a one-time stipend upon election to the Society. Each member is eligible to apply for a stipend up to \$2500 each academic year to further educational scholarship and/or the educational mission of the College of Medicine. The Scholarship Committee will review applications and recommend awards.

Amendments of the Bylaws:

Proposal

A proposal to amend the Bylaws can be submitted by any member of the Society in writing to the Chair. The Chair will bring it to the entire membership of the Society and a decision will be based on 2/3 majority vote.