

**Call For Applications:
VTCSOM Scholarship in Education Award**

Virginia Tech Carilion School of Medicine Scholarship in Education Award is designed to recognize excellence in educational scholarship through systematic teaching approaches and sharable academic products that advance medical education.

Scholarly education is characterized by:

- Purposeful Planning – Clearly defined objectives, advance preparation, and intentional design
- Systematic Implementation – Detailed methods, measurable outcomes, structured execution
- Effective Demonstration of Results – Clear, organized and impactful articulation of actions and outcomes
- Reflection and Assessment – Continuous, iterative, and critical evaluation to drive continuous improvement

Eligibility Criteria

- Must be a current VTCSOM/Carilion Clinic faculty member
- Significant teaching contribution in prior two academic years
- Must have produced sharable academic product (innovative teaching, curriculum development, the creation of shareable academic resources, etc.)

Review Process

1. Initial Review
 - Office of Educational Affairs screens applications for eligibility and completeness
 - Complete applications forwarded to selection committee
2. Internal Review
3. External Peer Review – (up to three expert reviewers from another institution)

Application Timeline

- Applications Open: March 3
- Submissions Close: April 30
- Internal & External Review: Rolling (end May 10)
- Award Ceremony: May 20 (Medical Education Retreat)

All applications must be submitted to the Office of Educational Affairs (malaina@vt.edu)

Award Recognition

- Formal recognition at the annual Medical Education Retreat (May 20, 2025)
- Commemorative Award
- Recognition on VTCSOM website and newsletter
- Invitation to serve on next year's selection committee

Documentation and Record Keeping

- All application materials will be archived
- Summary of selection process and decision will be documented
- Annual review of process effectiveness and updates as needed

Appendix: Application

Scholarship in Teaching Award Application 2025

Applications are due April 30, 2025

Email completed applications to: malaina@vt.edu

Please combine all information into a single PDF file.

Title of Submission (no more than 135 characters, including spaces):

A one-sentence synopsis of the project (different from the title):

Approximate date the project began:

I. Project Description

Please describe your project using the six categories below, which are based on Glassick's¹ criteria for scholarship in teaching.

1. **Goals and objectives** - Describe the goals and learning objectives of the project. In measurable terms, describe what your learners are expected to do in order to demonstrate that they have achieved the goals of the instruction or program.
2. **Preparation** – Where does your project fit in the educational literature? Describe the literature you used to support your work? What are you adding? What kind of effort/resources did you bring to the task, including research, faculty development courses, etc.?
3. **Methods and concise narrative** – Describe what you did and how you did it.
4. **Measures of quality/effectiveness** – Describe how you know if you accomplished your objectives. If outcome data are not yet available, please provide a clear description of what you have planned and the outcomes you will be measuring.
5. **Dissemination** – How did you (or do you plan to) make the process/results available to colleagues? Did you share your project with a local group of colleagues, or did you extend your dissemination to a more regional or national audience? What are your plans for future dissemination?
6. **Reflective critique** – How did you (or do you plan to) modify your educational contribution based on feedback and reviews? What will you do differently with your project in the future? Please be specific.

II. Description of the role(s)

Provide the name, department, and role of each team member involved in one or more of the following project activities:

- planning,
- developing,
- implementing,
- describing,
- and/or evaluating.

III. Development and Goals as an Educator

Describe participation in program/activities during the project period which developed/enhanced your educational skills and goals for your continued development as an educator (e.g., new projects or courses, plans to attend faculty development, etc.)

IV. Departmental Support

In our efforts to maximize the impact of this award, we ask you to include with your submission a brief letter of support from your Department Chair or other key administrative supervisor who has the most immediate impact on your professional role and career development. This letter should be based on a review of your submission.