

# Academy of Educational Excellence

Your road map to membership and being recognized for your educational accomplishments!

Join the 300+ members of the Academy today!



Have you been an educator for  $\geq 15$  years?

STOP

No

Yes



## Step 1: Review Eligibility Criteria

Membership is based on BOTH time spent honing your skills in an education role AND demonstration of excellence within that role. Anyone within the institution with an Academic appointment may apply. Visit: [links.mayo.edu/educationacademy](https://links.mayo.edu/educationacademy)



## Step 2: Document your development hours

The best way to do this is through RE-AIMS. Go to Academic Career Development to enter information. Be sure to check the box indicating this is Teaching/Education related. This allows it to show up on your Academy-specific RE-AIMS Report when you generate it.



## Step 6: Await Review and Acceptance

Applications can be submitted any time, and memberships are announced in March, July, and November.



## Step 5: Submit the application

Visit [links.mayo.edu/educationacademy](https://links.mayo.edu/educationacademy) or enter "Academy" in the intranet search bar to apply today!



## Step 4: Select a track

You may likely excel in multiple tracks, but you will only be allowed to apply for ONE track at a time. Select a track that you have the closest affinity to:

- Teaching
- Curriculum Design & Assessment
- Education Leadership
- Education Research & Dissemination



## Step 3: Select a level

Levels are based on your hours of education skill development AND demonstration of excellence in your education role. Visit our website to view a super handy grid.

**Mission: To inspire, recognize, and support Mayo Clinic educators to better prepare learners to advance science, meet patients' needs, and serve as transformative leaders**

Apply Today!  
Links.Mayo.edu/educaionacaemy



# What hours count toward Criteria I?

*Time spent developing education related knowledge and skills in yourself or others such as:*

- ✓ Internal education skill development programs/events  
(Such as: Take 5 Series, SIX Packs Pedagogies in Practice, and Education Skill Models like How to Make Learning Sticky)
- ✓ External Pre-Conference education skill development programs/events  
(Note: these must be specific to developing an education skill)
- ✓ External education skill development programs/events  
(Such as: Harvard Macy Institute, UCSF, and Stanford Education Skill Courses)
- ✓ Internal Departmental/Divisional education skill development programs/events  
(Eg: How to Deliver Effective Feedback, How to Develop Course Objectives, etc.)

**Click here for  
specific examples**

# What hours do not count toward Criteria I?

*Time spent developing non-education related knowledge and interacting with learners (teaching, mentoring, etc.) such as:*

- ✗ Entire Education or Society Conferences/Meetings  
(Only specific faculty development sessions at these events may count)
- ✗ Leadership Development Courses
- ✗ Quality Academy Courses
- ✗ Research Skills Courses
- ✗ Undergraduate Courses
- ✗ Specialty-specific Education Content
- ✗ Hours spent mentoring
- ✗ Hours spent evaluating/ item writing
- ✗ Hours spent in education-related committee meetings or retreats
- ✗ Hours spent teaching