

## **Council of Deans (COD) Fellowship Committee**

### **Purpose:**

To select fellows for the yearlong COD Fellowship Program.

### **Background:**

The COD Fellowship Program was established to enhance the development of future leaders in academic medicine. It is designed for senior faculty members, including department chairs and assistant and associate deans, who are interested in being considered for deanships in the near future. The program is not intended for candidates currently under active consideration for appointment to a deanship. Selected candidates participate in a yearlong fellowship that includes attendance at COD meetings (Administrative Board Meetings, Annual Meeting, Executive Development Seminar for Deans, Spring Meeting), site visits with two dean mentors, and completion of a leadership project at the fellow's home institution.

### **Charge to the Fellowship Committee:**

The fellowship committee will be organized and overseen by COD Program Staff. Members are tasked with:

- Encouraging eligible applicants from their institutions and promoting the program among the COD;
- Reviewing completed applications and providing ratings and comments on each candidate based on the following criteria:
  - The applicant's likelihood of progressing to a dean role;
  - Evidence that the applicant has the requisite capabilities to serve effectively as a dean;
  - Strength of the letter of recommendation;
  - Demonstration of significant preparation for leadership as a dean and likeliness of benefiting most from the COD Fellowship experience
- Participating in a 60-minute web conference to select the next year's cohort of fellows from the pool of applicants;
- Participating in a 75-minute web conference at the conclusion of the cohort year where fellows will describe their leadership projects;
- Providing mentorship and support to COD Fellows as necessary.

Measures are in place to prevent conflicts of interest for committee members with applicants from their institutions.

The fellowship committee will be confirmed by February and will complete their work between April and June. Applications will be hosted online, and committee members will be sent access and rating instructions via email once the application process has closed. The fellowship committee chair will provide updates to the COD Administrative Board at regular intervals.

The fellowship committee will consist of no more than eight COD members. Members will serve one-year terms.

*\*This charge was updated on February 2, 2022.*