



PROPOSAL FOR MEMBERSHIP 2023

ALL MATERIALS DUE BY DECEMBER 1, 2022.

Please submit all materials to the Executive Administrator at: lhall59@jhu.edu

You may also complete this form and mail to:

Katherine Hall, Johns Hopkins University, 600 N Wolfe St, Blalock 910, Baltimore, MD 21287

INSTRUCTIONS

PLEASE REVIEW THE BELOW IN ITS ENTIRETY BEFORE PROCEEDING TO P.2

This page describes all information required for nomination and includes REQUIRED checklist.

In order to comply with the provisions of the AUC Constitution & Bylaws, the Council requires the following information available to review:

1. AUC Membership Proposal **Checklist**
2. Formal nomination (**proposal form** included in this packet)
3. **Supporting letters** of recommendation from:
 - a. **Proposer**, indicating candidate's outstanding ability and promise in academic cardiology
 - b. **Secunder**
 - c. Responsible member of the nominee's medical school faculty to **document nominee's full-time status and major responsibilities** for the teaching and research programs in clinical cardiology at their institution
4. Nominee's *Curriculum Vitae* (**CV**) **with bibliography**
5. **250-word narrative** regarding teaching, research responsibilities, and how nominee has promoted diversity, equity, and inclusion within their research or mentoring.
6. **Additional letters** of recommendation (no more than 6)
7. Original in **PDF** format

PLEASE NOTE:

If you wish to re-nominate someone who was not chosen the previous year, the Council only requires the letters mentioned in #2 (above, 3 letters total). If there have been significant changes in the nominee's Curriculum Vitae, you may want to resubmit a revised CV.

THESE REQUIREMENTS ARE DUE BY DECEMBER 1, 2022.

AUC MEMBERSHIP PROPOSAL CHECKLIST

Before submission to the Executive Administrator, the following checklist must be completed and attached to the front of the nomination packet. Packet should be compiled in order per below.

Checklist (p. 1)

Proposal form (p. 2)

250-word narrative re: nominee teaching/research responsibilities, diversity, equity, inclusion within research/mentoring (p. 3)

Letter from proposer

Letter from seunder

Letter from another responsible faculty member documenting status, etc.

Curriculum Vitae

Additional reference letters (**should be forwarded by proposer**)

Original packet in PDF format



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PROPOSAL FORM

PLEASE PRINT ALL INFORMATION.

This information is used only for internal communications and to determine eligibility for Emeritus status.

NOMINEE INFORMATION

FULL NAME _____ DATE OF BIRTH _____

HOME ADDRESS _____

HOME PHONE _____ CELL PHONE _____ EMAIL ADDRESS _____

INSTITUTION _____ FACULTY POSITION _____

ACADEMIC TITLE(S) _____

WORK ADDRESS _____

OFFICE PHONE _____ EXT _____ WORK EMAIL _____ FAX _____

ASSISTANT NAME _____ ASSISTANT EMAIL _____

PROFESSIONAL WEBSITE LINK _____

AUC & INSTITUTION SUPPORT INFORMATION

PROPOSED BY _____

SECONDED BY _____

ADDITIONAL LETTERS OF SUPPORT FROM AUC MEMBERS (maximum 6):

_____	_____
_____	_____
_____	_____

LETTER OF DOCUMENTATION OF NOMINEE'S FACULTY STATUS BY _____

NOTE TO PRIMARY PROPOSER:

The proposer is to request from a responsible member of the nominee's medical school faculty a letter of documentation of the nominee's full-time status and major responsibilities for the teaching, research programs, and leadership in Clinical Cardiology at their institution.



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PROPOSAL FORM

BRIEF NARRATIVE/SUMMARY

Please limit to 250 words.

NOTE TO PRIMARY PROPOSER:

In below text box, submit a brief summary or narrative of nominee's professional responsibilities with respect to teaching and research in Cardiology. Please comment on how the nominee has promoted diversity, equity, and inclusion within their research or mentoring. This information will be provided to the general membership at the annual meeting so they can review prior to voting.

FOR OFFICE USE ONLY

Action taken by Council _____

Date _____

Election by Members _____

Date _____

Notification of Election _____

Date _____