

**TO:** Candidate for Standing Committees  
**FROM:** Michael Rosenblatt, M.D., Dean  
**DATE:** March 3, 2007  
**RE:** **MEMBERSHIP ON THE STANDING COMMITTEES**  
**BIOGRAPHICAL MATERIAL/COMMITMENT TO SERVE**

Thank you for your willingness to stand for election to one of our Standing Committees.

We are preparing to nominate faculty members for election to the following committees: Admissions; Clinical Faculty Appointment/Promotion; Curriculum; Committee on Committees, Grievance, and Scientific Affairs. To assist us in this process, we would appreciate receiving materials relating to your background and prior involvement with TUSM.

**The following format is required.** This biographical information will be distributed to the entire faculty at the time of the election later this spring (**PLEASE DO NOT SEND CV's**).

1. Name, degree, department, hospital title, faculty rank, year of first faculty appointment at TUSM
2. Undergraduate college, medical college or graduate School
3. Residency training, board certification (date and name of board)
4. Previous TUSM committee service and dates
5. Areas of clinical expertise/research interests
6. BRIEF description of special experience relevant to service on committee on which you are or may be a candidate
7. A statement indicating your willingness to participate in the activities of the committee on which you are or may be a candidate

Many thanks for your cooperation. Please forward this material **AS SOON AS POSSIBLE BUT NO LATER THAN APRIL 11** to:

Tufts University School of Medicine  
**Committee on Committees**  
C/o Ms. Mary Broderick, Office of Medical Dean  
136 Harrison Avenue  
Boston, MA 02111

Phone: 617-636-6565

Fax: 617-636-0375

Email: [Mary.Broderick@Tufts.edu](mailto:Mary.Broderick@Tufts.edu)