



McGill University Lifetime Achievement Award for Leadership in Learning

Guidelines

The McGill University Lifetime Achievement Award for Leadership in Learning recognizes sustained excellence in leadership and innovation, as well as the active integration of teaching and learning with inquiry, scholarship and research. Nominations for this award must come from Faculty Deans, but all faculty members, students, former students, and others are encouraged to bring forward names of colleagues and professors whose long-term achievements and contributions to learning at McGill are truly outstanding.

This unique form of recognition brings with it a monetary award.

Teaching Faculties are asked to submit their nominations by the first week of July.

Attributes and Criteria

Competition for this Award is open to all current McGill instructional and academic staff, of any rank, inclusive of non tenure-track instructors and all others who teach in traditional or non-traditional programs at McGill. Nominees will normally have **an overall total of 25 years university teaching experience comprising a significant commitment to McGill**. Faculty members are also eligible for nomination within 36-months following their retirement. **Faculty members can be awarded this prize only once**. Nominees will:

- demonstrate exceptional leadership and vision in the advancement of teaching and learning;
- demonstrate extraordinary commitment and enthusiasm for students and their learning;
- personify excellence and serve as role models for others teaching at the University;
- promote students' active engagement in learning by bringing the findings, methods and/or processes of research/scholarship into their classes and coursework;
- have made a career-long contribution to the University community resulting in a significant and lasting impact on the learning environment.

Only one Lifetime Achievement Award for Leadership in Learning will be granted per year. This award will not necessarily be conferred annually.

Each nomination package should be a concise compilation of selected information that includes:

1. **Completed nomination form**
2. **Table of contents**
3. **A nomination letter from the Dean** in support of the nominee. The Dean's letter should highlight the leadership role that the nominee has played in the Faculty, the University, and the broader field of higher education. If there is more than a single nominee from a Faculty, the Dean should provide a discussion of the relative merits of each nominee.
4. **Curriculum vitae of the candidate**

5. **A statement** provided by the candidate, summarizing their approach to teaching and learning and the leadership role they have played in the Faculty, the University, and their field. The statement should include reflections on their approach to learning and teaching, and identify measures they have taken to develop, motivate and empower students in the learning process. This statement should facilitate the Committee's interpretation of the rest of the dossier.
6. **Evidence of leadership in learning** might include a combination of some of the following:
 - a) leadership in projects aimed at enhancing learning environments, programs and curricula, within or across disciplines;
 - b) innovation in curriculum design and the use of technology to facilitate students' learning during and beyond lectures;
 - c) organizing or facilitating seminars, workshops or conferences on teaching and learning.
7. **Letters of support** should address the following: leadership in support of inquiry based learning, development and enhancement of academic learning environments, and contributions to the teaching and learning community.
 - a) up to four (4) letters from students, colleagues, Department Chairs, Program Directors or other persons in a position to comment on the attributes of the nominee;
 - b) at least two (2) of the letters of support must be from former students. A former student is defined as a student who has graduated from McGill or a current student who writes a letter in support of a former professor while enrolled in a different department and/or program. A student should not write a letter for a professor who is supervising or teaching in the program in which he or she is currently enrolled.

Faculties are asked to submit the complete nomination dossiers in the first week of July to tls@mcgill.ca.

Selection Committee

Provost, Chair

Director, Teaching and Learning Services

Representative from the Faculty of Agricultural and Environmental Sciences

Representative from the Faculty of Arts

Representative from the School of Continuing Studies

Representative from the Faculty of Dentistry

Representative from the Faculty of Education

Representative from the Faculty of Engineering

Representative from the Faculty of Law

Representative from the Desautels Faculty of Management

Representative from the Faculty of Medicine

Representative from the Schulich School of Music

Representative from the Faculty of Science