**TOMLINSON PROJECT in UNIVERSITY LEVEL SCIENCE EDUCATION (T-PULSE)**

**TOMLINSON TEACHING PROJECT**

**Tomlinson Engagement Award for Mentoring**

In 2001, Dr. Richard Tomlinson endowed $65 million dollars to McGill for a host of projects that included $8.5M to assist teaching in the Faculties of Science, Engineering, Medicine, Education, Agriculture and Environmental Sciences Faculties.  At present, this fund supports the efforts of 7-8 Tomlinson Fellows, who are likely to pursue a career in teaching.  In addition to carrying out research in teaching, they offer a variety of workshops for TEAM mentors interested in improving their instructional skills as well as a workshop for undergraduate students and the TEAM program, which is explained below.

This year we are continuing to support the TEAM program. In order to maintain the quality of education received by undergraduate students, we are improving the teaching resources for courses by arranging for volunteer peer-mentors.

These undergraduate peer-mentor students are not supposed to be replacements for TAS. They should be used as mentors in creative ways to support classroom learning. Some examples are one-on-one or group peer tutoring, monitoring discussion boards, answering emails, making up tutorial or practice exam questions, and developing new materials to enhance course instruction and assessment. Students should be talented individuals, who have done well in a recent offering of the course. However, TEAM students are not necessarily those who received the highest marks during the course. Instead, they can be undergraduates that were particularly engaged and showed great initiative within the classroom. In addition, **students must be registered in a degree program at McGill during the semester that the TEAM award is given.**

If interested in this program, course instructors should identify one or more quality student(s) from a very recent offering of the class. These undergraduate students are **strongly encouraged** **to attend a training session** prior to the beginning of their semester of engagement, which is led by Tomlinson Fellows; this is particularly important for first-time TEAM awardees. For their efforts, peer-mentors will receive a modest Award ($300 for ~25 hours/semester for their activities, not taxed) and the designation of “**T**omlinson **E**ngagement **A**wardee for **M**entoring” (TEAM).

A course can be at any level although it is not likely that small courses taken in the last year will have candidates for this position. **The guideline for selection to this program is for the student(s) to have been one of the best in the class in a previous version of the course (preferably delivered by the same instructor). What qualifies as the “best” student is to your discretion, but it should be in terms of their final grades, engagement, and/or initiative.**

During the past year (2021-2022), more than 1,000 TEAM awardees were allocated for over 170 courses. The feedback from the instructors was excellent from both participants and professors.

Requests will be prioritized on a first-come, first-served basis as long as we have funds. For very large classes, 4-6 and sometimes more TEAM awardees can be requested per course. However, for smaller courses (~40-50 students) one or two TEAM member is the norm and perhaps 2-4 TEAM members for courses of ~100-200 students.  Renewals are a reasonable expectation. **Upon approval, please notify your students of their acceptance.** Also, please advise the Tomlinson Project of any changes to the application (students who have dropped out or been added as mentors to the project and submit a revised TEAM application.

**Please apply for any of the coming semesters for 2022-2023 (Summer, Fall, Winter) with this application.**

**The application form is on the next page**.  Each instructor or team of instructors will be responsible for the selection of the students, for definition of the TEAM member’s responsibilities, and to sign off at the end of the term verifying that the Awardee performed their tasks as requested. Students will be given their Award by a transfer to their bank account upon receipt of the instructor’s approval at the end of the course. **It is important to remind students that they must have direct deposit set up with their bank, and that the information must be in their Minerva account.**

Please contact us with any questions about this program. Our offices are in the Otto Maass Chemistry Building. You can email Administrative Coordinator Ms. Lina Mullings at tomlinson.project@mcgill.ca and Professor David Harpp at david.harpp@mcgill.ca. **Please send your completed application form to BOTH email addresses mentioned above.**

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| **Tomlinson Engagement Award for Mentoring** |
| **Please send your completed application form to BOTH** **tomlinson.project@mcgill.ca** **AND to Professor David Harpp at** **david.harpp@mcgill.ca****.**  |
| **Professor Information** |
| **Name** | **Department** | **Email** | **Phone number** |
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| **Course Information** |
| **Department and Faculty** | **Course Number** | **Course Name** | **Usual Enrolment** |
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| **Semester to be engaged** | Fall, Winter, Summer (please bold/highlight/underline relevant semester).N.B. For Summer courses please indicate the exact dates. |
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| **Student Information**  |
| **Student Name** | **Student Email** | **Student ID** |
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