

**Mount Royal University**  
**Board of Governors Teaching**  
**Chair Guidelines**

**1. Background**

Mount Royal University fosters excellence in undergraduate education enriched by outstanding teaching, curricular and pedagogical innovation, and high impact learning experiences.

Board of Governors Teaching Chairs (“Chairholders”) will further enhance teaching excellence and innovation at Mount Royal University through focused engagement and leadership of teaching and curricular initiatives in their faculties and/or across the institution. As leaders in teaching, Chairholders play a critical role in advancing the teaching-learning mission of MRU by undertaking innovative and high-impact projects that align with institutional or faculty-level strategic priorities.

As educational leaders and role models, Chairholders will have demonstrated, or shown potential for distinction in teaching and the capacity to effect change. As catalysts and builders, Board of Governors Teaching Chairs will contribute to the university's advancement of curricular and pedagogical priorities identified in the Academic Plan and University Strategic Plan.

Appointment as a Board of Governors Teaching Chair is both a professional growth opportunity and a teaching leadership opportunity. Teaching Chairs are important for both recruiting and retaining leaders in teaching. These are highly prestigious appointments.

Subject to final budgetary approval, Mount Royal University will appoint two Board of Governors Teaching Chairs with appointments to commence July 1, 2019.

**2. Eligibility**

All full-time, tenured faculty members are eligible for appointment. Applications are encouraged from across the full spectrum of academic disciplines.

MRU is dedicated to creating a diverse, respectful, and inclusive environment that allows for the full participation of a diverse group of individuals. Chairholder recruitment and appointment processes will adhere to the Diversity and Meaningful Inclusion Plan and will be in alignment with Tri-agency Institutional Programs Secretariat (TIPS) best practices for equity, diversity and

inclusion.

### **3. Terms of Appointment**

#### **3.1 Term, Funding, Recognition and Reporting**

Board of Governors Teaching Chair appointments are for a three-year term, inclusive of any form of leave. Appointments are not renewable. Chairholders will receive a one-time \$5,000 grant, \$1,500 per annum to support dissemination activities, and two course reassignments (96 SICH) per year for three years. Funds will be administered through the Office of Research, Scholarship and Community Engagement.

A Board of Governors Teaching Chair cannot be held concurrently with another internal or external chairship or named professorship during the appointment.

Chairholders will be named “Board of Governors Teaching Chair in [project focus area]” and will be recognized on MRU’s Teaching & Learning website and other faculty publications. Chairholders will also be recognized at MRU’s annual *Celebration of Teaching and Learning*, and will be provided with an opportunity to present at this event.

Chairholders will report on their activities as Board of Governors Teaching Chairs to the Vice Provost and AVP Academic and will prepare an annual report at the conclusion of each academic year to be submitted by June 30.

Within six months of completing the Chair term, the Chairholder will submit a final report to the Board of Governors through the Vice Provost, and AVP Academic. Chairholders will also provide a presentation about their activities as Chair to the Board of Governors at some point during the term of their award.

#### **3.2 Appointment**

##### **3.2.1 Application Process**

In response to a *Call for Applications* from the AVP Teaching and Learning, applicants will be required to submit the following materials:

- i. Applicant identification information.

ii. ii. Statement summarizing significant achievements in teaching,

- iii. curriculum design, pedagogical innovation and educational leadership (1-page maximum)
- iv. A brief description (1,500 word maximum) of the proposed project and program of activity for the term and its alignment with institutional or faculty-level strategic priorities
- v. Description of the anticipated impact of the project on the applicant's career, as well as on the academic unit, the Faculty and/or University
- vi. A current CV
- vii. A letter of support from your Chair and Dean confirming that two course reassignments per year for three years is feasible for the unit (Note: this assessment should not be predicated upon budget)

### **3.3.2 Selection Criteria**

Board of Governors Teaching Chair appointments are awarded on a competitive basis. Applications will be assessed on the following evaluation criteria:

- i. Record of teaching excellence, curricular or pedagogical innovation, and educational leadership.
- ii. Alignment of project proposal with University or faculty-level strategic priorities.
- iii. Quality and feasibility of the proposed project.
- iv. Extent to which the proposed project has been informed by scholarly literature on teaching and learning.
- v. Potential impact of the proposed project on the applicant's professional growth, and on the academic unit/Faculty or University.
- vi. Potential for student involvement in project development and/or implementation.
- vii. Decanal support

### **3.3.3 Selection Committee**

The selection committee will be chaired by the AVP Teaching and Learning, or delegate (non-voting), and will be comprised of one tenured faculty representative from each Faculty Council appointed by the Dean or equivalent. Deans' appointees will normally be drawn from the pool of prior Board of Governors Teaching Chairs, prior Distinguished Faculty Award recipients, and full professors promoted on the basis of leadership in teaching.

The selection committee will make appointment recommendations to the AVP Teaching and Learning who will provide a summary and recommendations to the Provost and Vice President, Academic. The Provost, in turn, will make a recommendation to the Board of Governors for final approval.