

DOC #	CRP.POL.006
Title	President's Award for Research Excellence
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Objective

The President's Award for Research Excellence, awarded to a faculty member on an annual basis, recognizes the individual's contribution to the research community and to the research climate at Mount Saint Vincent University. The award also serves as a showcase to the high level of scholarly research at Mount Saint Vincent University. The award will be given visibility so that the University makes clear the significant contribution of research to its objectives.

Rationale

By rewarding excellence in research, we not only recognize the achievements of a given faculty member, but also indicate the important role of research in university life. This award will be treated in a comparable manner to the teaching award. A special plaque will be awarded at fall convocation and the recipient's faculty profile photo and research profile will be displayed on the website and maintained in the digital archives.

Research Grant

Recipients of the Research Excellence Award will receive a \$5,000 one-year research grant intended to support direct costs of research. Procedures to access this grant will follow MSVU's internal grant processes.

Nomination Process

1. Nominations can be made by any faculty member to the Committee on Research and Publications, including self-nominations.
2. In consultation with Department Chairs, each Dean may also nominate up to two candidates.

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3. Nominations, including all supporting documentation, must be received by the Committee on Research and Publications, prior to the deadline noted below. Items received after the deadline will not be considered for adjudication by the committee.
4. If a CRP member is nominated or has nominated a colleague, they must recuse themselves from adjudication of that year's award.

A complete nomination package consists of:

- Up to three nomination letters;
- The candidate's CV;
- A maximum two-page narrative, written by the nominee, describing:
 - ⊖ Their (up to 5) most significant contributions to research as described by the Tri-Agencies;
 - ⊖ Impact of their research;

No more than three examples of scholarly work*.

The nomination letters have an open format, but nominators are required to address each of the following criteria:

- Peer-reviewed scholarly publications (e.g. journal articles, books, chapters in books)
- Other dissemination of research
- External grants awarded
- Overall contribution to the research climate at Mount Saint Vincent University
- Honours received for the research
- Mentorship and engagement of students in research activities
- Impact of the nominee's research to the discipline and/or to the community
- Other contributions of research to the discipline and/or to the community

The nomination package may include external letters of support for the candidate. One complete nomination package must be received at the Research Office prior to the deadline.

CRP members are not under obligation to review documents that are not specifically included in the nomination package.

*These items, if in hard copy, will be held at the Research Office for review by the committee members and will be returned to the nominee after the adjudication.

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Provisions for Leaves

Nominees have the opportunity to disclose any career gaps that may have affected their research. These career gaps may be due to parental, health-related, or domestic violence leaves, the care and nurturing of family members, or community-based responsibilities. These disclosures will be confidential to the Research Office staff responsible for administering the award and the specifics of the disclosure will not be shared with the Committee.

Adjudication

Nominations will be submitted to the Committee on Research and Publications. This committee is a standing committee of Senate, and its membership represents all major scholarly areas of the University. The Committee on Research and Publications will make a recommendation for the award to the President, as Chair of Senate.

Candidates deemed meritorious but not selected for the current award period will be asked if they wish for their application to remain on file for up to two years. Candidates will be responsible for providing updated information (e.g., c.v., any changed documents) prior to the next deadline.

External Awards

The successful awardee may be contacted by Research Office staff if they are eligible for external research awards. Should the awardee choose to pursue an external award nomination, the Research Office will assist the awardee in preparing a nomination package.

Deadline

Deadline for nominations for the President's Award for Research Excellence is **4:00 pm March 1**. The Award will be presented at a Convocation ceremony in the Spring or Fall in the award year. Details of the presentation will be decided in consultation with the awardee..

Note: If the deadline falls on a weekend or holiday, the nomination package will be due by 4 pm the next business day.

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