



## Committee on Research and Publications

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### Objective

The Award for Research Excellence, given 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.

### Rationale

This award parallels the awards for teaching excellence. 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 convocation and the recipient's faculty profile photo and research profile will be displayed on the website and maintained in the digital archives. The award will be given visibility so that the university makes clear the significant contribution of research to its objectives.

### Nomination Process

1. Nominations can be made by any faculty member to the Committee on Research and Publications.
2. In consultation with Department Chairs, each Dean may also nominate up to two candidates.
3. Nominations, including all supporting documentation, must be received by the Committee on Research and Publications, prior to the deadline noted below. NOTE: 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; and no more than three examples of scholarly work\*. The nomination letter has 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
- 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.

\*These items will be held at the Research Office for review by the committee members and will be returned to the nominee after the adjudication.

### **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.

### **Deadline:**

Deadline for nominations for the Award for Research Excellence is **4:00 pm December 1<sup>st</sup>**.  
**The Award will be presented at the following Spring Convocation.**

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