



OFFICE OF THE VICE-PRESIDENT,
RESEARCH AND GRADUATE STUDIES

**UNIVERSITY RESEARCH AWARDS
PROGRAM DESCRIPTION
2018**

Academic year:	2017-2018
Deadline:	For application deadline please refer to the Faculty call for proposals Faculty recommendations must be submitted to the Office of the VP, Research and Graduate Studies by <u>March 23, 2018 at 12 p.m.</u>
Awards:	Up to six awards of \$5,000 each
Nomination Quota:	1 nomination per category from the Faculty of Fine Arts, John Molson School of Business, and the Faculty of Engineering and Computer Science 2 nominations per category from the Faculty of Arts and Science

Program Overview

The Office of the Vice-President, Research and Graduate Studies is pleased to announce the call for nominations for the 2018 edition of the University Research Awards (URA).

Up to six (6) awards will be given to Concordia faculty members in recognition of exceptional achievements, contributions to the advancement of knowledge, building a productive training environment for students, and increasing visibility of Concordia through research and creative activities.

The competition is open to all subject areas related to Concordia's [Strategic Research Plan](#). One award per category (detailed below) will be attributed in each of the two strategic research clusters identified and described in the plan: "The Person and Society" and "Technology, Industry and Environment".

The eligible categories of University Research Awards are:

Category A is for exceptional and highly-promising research achievement by an early-career faculty member who has demonstrated potential to assume a leadership role during the first years at Concordia.

Category B is for researchers who are working towards facilitating and building upon their track record of research excellence, leadership, productivity and influence.

Category C is for leadership, training of students, and overall influence of the scholarly work by a faculty member at Concordia who has a record of sustained excellence.

The recipients will receive a \$5,000 research award and hold the title of *Concordia University Research Fellow* for one year.



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Eligibility

Full-time faculty members in tenure-track or tenured positions at Concordia can be nominated. Both the candidate and the nominator must meet the following eligibility criteria:

Eligibility of candidate:

- **Category A** - Includes faculty members who have held a full-time faculty position for **five** years or less (*for the 2017-2018 Awards, this refers to appointments starting in 2013 or more recently*) and have obtained the highest academic degree within the last **seven** years (*2011 or more recently*).
- **Category B** – Includes faculty members who have held a full-time faculty position between **six and fifteen** years (*appointments between 2003 to 2012 – inclusive*)
- **Category C** – Includes faculty members who have held a faculty position for **sixteen years or more** years (*appointments beginning before 2003*).

Time spent in a non tenure-track position, such as Lecturer, LTA, or postdoctoral fellow, does not count towards the period of eligibility.

Faculty members holding research chairs or special research professorships are ineligible to apply because of their unique status that already includes research support and protected time for research.

A faculty member can only be awarded the URA once in each category. Unsuccessful nominations can be re-submitted if all eligibility criteria are met. A faculty member cannot be nominated for a URA and submit an application for the Petro-Canada Young Innovator Award program in the same year.

Nomination and submission

Each Faculty prepares a call for nominations inviting faculty members to submit applications to the URA. In the call, each Faculty indicates the internal deadline to receive the applications. The respective Faculty Research Committee (or the equivalent) selects among the applications and submits their recommendations to the Office of the Vice-President, Research and Graduate Studies by Friday, March 23, 2018 at 12 p.m.

Applications to the Faculty must include:

- Letters from at least two nominators and no more than three (at least one from Concordia) highlighting the candidate's achievements and fit with the award criteria; and a
- Free form CV maximum number of pages is 20 (standard formats such as the Canadian Common CV – both versions - or CVs by the major funding agencies are recommended).

Eligibility of nominator

A nominator may be a researcher from Concordia, or from another research institution (can be international), who can speak to the candidate's achievements in the field. In some cases, if deemed appropriate, the nominator can be an individual representing an organization outside of academia including industry, government, or a non-for-profit organization.

The recommendation by the Faculty to the OVPRGS must include:

- A complete dossier of the selected candidate(s) (as described above); and



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- A separate recommendation letter for each dossier by the Faculty Dean's office describing the reasons for selecting the candidate(s), the quality and innovative aspect of the research/creation, the contribution to their field, and fit with the Strategic Research Cluster (up to 2 pages).

Adjudication Process

University Research Awards Committee

Recommended nominations will be adjudicated by the *University Research Awards Committee*. The Committee is chaired by the Vice-President, Research and Graduate Studies (or delegate) and consists of six voting members, appointed for a period of two years. The members are from various disciplines representing all Faculties: two from Arts and Science, one from each of the other Faculties, and one from the School of Graduate Studies. The Chair will vote only in case of a tie.

The Committee has the mandate of selecting candidates for recommendation to the Senate Research Committee. The Senate Research Committee makes a final decision on the recommendations of the Awards Committee, and submits it to the University Senate for approval. Should the Committee determine that nominations in a given category or year do not warrant the title of Concordia University Research Fellow, the award will be withheld for that competition.

Conflict of interest

The Committee members cannot be in a situation of conflict of interest with respect to a candidate. Conflict of interest includes, but is not limited to, having collaborated (i.e., published or been a co-researcher) with the applicant in the last six years, being involved in the proposed research, or providing a letter of support as part of the application dossier. The committee members must disclose any conflict of interest to the Chair of the committee prior to the start of the adjudication process.

Evaluation criteria

The recommended nominations received by the Committee, are evaluated on the following points:

- Awards, grants, distinctions, external reviews (relevant to field);
- Dissemination of scholarly work (publications, conferences, invited lectures, and other activities specific to the field for example exhibitions);
- Training of students, post-doctoral fellows, research associates;
- Originality and contribution to knowledge;
- Impact of research and creative activity;
- Letters from the nominators and the Faculty.

Award administration

After the award announcement, the funds will be released upon verification that any compliance requirements (human ethics, etc.) are met. The funds will be made available in a research account following the award announcement.

The awarded funds are normally spent within one year of the award notice. An award cannot be transferred to another faculty member, a research unit, or a department. When a recipient declines the award or has unspent funds, the remaining funds will be returned to the program envelope.