



## POLICY ON RESEARCH ENTITIES

---

**Effective Date:** March 27, 2026

**Approval Authority:** Senate

**Supersedes / Amends:** January 17, 2014

**Policy Number:** VPRII-8

---

### PREAMBLE

Research Entities (as defined below) are recognized by Concordia University (the “University”) to support groups of University faculty members in expanding their research and/or research-creation activities through collaboration and shared resources. They significantly contribute to the academic life of the University and provide a stimulating and dynamic research environment that strengthens research capacity, increases impacts and enhances the University’s visibility, while offering enriched training opportunities for students.

Research Entities are expected to align with the current and emerging strategic research priorities outlined in the University’s [Strategic Research Plan](#) to ensure coherence, relevance, and impact. Such alignment enables the effective mobilization of institutional resources, fosters interdisciplinary collaboration and community engagement, and positions the University to address complex societal challenges and compete successfully for external funding. Research Entities can also be constituted around emergent issues—such as rapidly evolving scientific, societal, or technological challenges—to ensure institutional capacity aligns with future research priorities and opportunities.

Research Entities must also reflect the University’s commitment to responsible and transparent research evaluation - valuing quality, rigor, and impact beyond journal-based metrics, and recognizing diverse contributions such as collaborative research, open data practices, and societal engagement, outreach and advocacy. In doing so, they help foster an inclusive and equitable research environment consistent with the University’s values and priorities.

### SCOPE

This Policy applies to any group of University researchers seeking formal recognition as a Research Entity under this Policy and its associated [Procedures](#). It covers all Research Entities - whether recognized by Senate or by one or more Faculties - whose primary mandate is research and graduate students training. It applies regardless of their names (e.g. Centre, Institute, Group, Platform) or their relationship with external sponsors.

## POLICY ON RESEARCH ENTITIES

---

Page 2 of 6

### PURPOSE

The Policy and related [Procedures](#) define University-wide principles for the establishment, recognition, renewal, discontinuation, governance and support of Research Entities, and set expectations for periodic reporting.

This Policy ensures a coherent and transparent recognition process across the University and alignment between institutional priorities and each Research Entity's development stage, maturity, type and complexity.

### DEFINITIONS

For the purposes of this Policy, the following definitions shall apply:

A "Research Entity" means a formally recognized organizational structure within the University that may take the form of one of three categories: a Research Institute, a Research Unit, or an Infrastructure Platform. They operate with formal governance structures (e.g., Director, Advisory Committee), often include dedicated infrastructure and administrative support, and are expected to lead major funding initiatives (e.g., CFREF, CFI, SSHRC Partnership Grants, FRQ Strategic Cluster and Research Team Support Program).

A "Director" or "Co-Director" means the faculty member appointed to provide academic and strategic leadership for a Research Entity.

A "Research Institute" means a large-scale, interdisciplinary, and high-impact Research Entity established within the University and aligned to the [Strategic Research Plan](#) priorities, often addressing complex societal challenges that require sustained, multi-disciplinary and multi-Faculty collaboration. Institutes differ from Research Units by virtue of their broader scope and strategic positioning to provide institutional leadership in areas of national or international importance.

A "Research Unit" means a non-departmental Research Entity established within the University to advance its research-related goals through the collaborative efforts of a team of researchers. These Research Units are focused on developing clear, integrated research programs that

## POLICY ON RESEARCH ENTITIES

---

Page 3 of 6

leverage collective expertise and are strategically aligned with the University's [Strategic Research Plan](#) or emergent issues, and, where possible, external funding priorities.

An “Infrastructure Platform” means a Research Entity that typically manages a dedicated space or facility housing a coherently organized and integrated pool of resources – such as laboratories, workshops, and equipment – maintained to support and enable research and/or research-creation.

### POLICY

#### Establishment, Recognition and Renewal

1. A Research Entity is established, recognized, renewed and discontinued under the authority of:
  - Senate for Senate-recognized Research Entities; or
  - One or more Faculty(ies) for Faculty-recognized Research Entities.
2. A Research Entity is usually initiated by a group of University faculty members who must apply for Senate or Faculty recognition in accordance with the [Procedures](#).
3. Each category of Research Entity may have different configurations, with specific criteria and expectations to meet, as listed in the [Procedures](#).
4. A Research Entity seeking recognition by Senate or a Faculty must:
  - be led by a Director or Co-Directors appointed for a time-limited term;
  - have a formal governance structure, including an Advisory Committee;
  - have designated resources such as space, administrative and technical staff, shared equipment and infrastructure;
  - be financially secure, with core operational funding and ideally significant ongoing external funding to support its development and projects (e.g. external grants, contracts, donations, fee-for service). The University recognizes that academic freedom may lead Research Entities to pursue topics that do not readily align with external funding priorities, and therefore may not always attract external financial support;
  - demonstrate a high level and diversity of research impact;

## POLICY ON RESEARCH ENTITIES

---

Page 4 of 6

- foster the training of graduate students, postdoctoral fellows, and other highly qualified personnel;
  - enable cooperation with scholars at other universities and/or institutions, and collaborations with industry partners and/or community groups;
  - be supported by at least two Faculties, in the case of Senate-recognition.
5. Details on the duration of the Senate or Faculty recognition and the conditions for renewal are outlined in the [Procedures](#).

### Registry, Communication and Branding Standards

6. Each Faculty must annually report their Research Entities to the Office of the Vice-President, Research, Innovation and Impact (“OVPRII”), which maintains an official registry.
7. The University promotes all Research Entities through its official communication channels (e.g. website, annual reports). Senate-recognized Research Entities must indicate their affiliation with the University, and Faculty-recognized Research Entities with their Faculty(ies), in all official communications.
8. Use of the University’s name and logo must be in accordance with the *Policy on the Use of Concordia University’s Name, and the Governance of its Visual Character and Digital Presence (SG-4)*. Senate-recognized Research Entities must pair their name and logo with the University’s, and Faculty-recognized Research Entities with the host Faculty(ies)’.

### Resource Allocation

9. Space equipped with basic furniture for offices, laboratories, studios, and similar facilities is usually provided to the Research Entity by the Faculty(ies) that recognized it or that supported its Senate-recognition, as applicable. Senate-recognized Research Entities shall, in coordination with the OVPRII, be responsible for the acquisition, operation, and maintenance of physical research resources, including, but not limited to, specialized research equipment and databases. Faculty-recognized Research Entities shall assume the same responsibilities in coordination with their host Faculty.

## POLICY ON RESEARCH ENTITIES

---

Page 5 of 6

10. Each Research Entity is responsible for managing its human, financial, and physical resources
11. Senate-recognized Research Entities may access institutional funding through the Infrastructure Support for Research Entities program managed by the OVPRII, as outlined in the [Procedures](#).

### Compliance, Governance, and Accountability

12. All Research Entities must comply with University policies and procedures pertaining to research, including, but not limited to: health and safety in laboratories, compliance certification, recovery of indirect costs, conflict of interest, and approval for formal partnerships. Compliance also extends to EDI requirements, responsible conduct of research, and the effective management of research infrastructure and resources. Failure to comply with any University policies and procedures may result in loss of recognition.
13. Before recognition, a Director (or Co-Directors) must be identified as the head of the Research Entity. The directorship is responsible for articulating the Research Entity's vision, ensuring alignment with the University's [Strategic Research Plan](#), and advancing its research programs, partnerships, and external profile. It holds administrative responsibility and oversees operations. Additional information on the role and responsibilities of the directorship is provided in the [Procedures](#).
14. The process for appointing a Director (or Co-Directors) of a Research Entity, as well as the term, conditions and renewability of the appointment, is detailed in the [Procedures](#).
15. The Director (or Co-Directors) of a Research Entity must hold a full-time tenured Faculty appointment in an academic department at the University for the duration of their term. A Faculty member without tenure or not considered to be working full-time (i.e., retired, gradual retirement, reduced time) is not eligible to serve as Director (or Co-Director), except in very exceptional circumstances, as detailed in the [Procedures](#).
16. Regardless of category, configuration, objectives, size or funding, all Research Entities must have an Advisory Committee to provide oversight and general guidance on activities and operations. Additional information on the role and responsibilities of the Advisory Committee is provided in the [Procedures](#).

## POLICY ON RESEARCH ENTITIES

---

Page 6 of 6

17. Senate-recognized Research Entities are accountable to the OVPRII and must align with the University's research priorities and submit reports on governance, operations, activities, finances, and impact, as set out in the [Procedures](#). Similarly, Faculty-recognized Research Entities are accountable to the Dean(s) of their host Faculty(ies) and must align with the Faculty(ies)' research priorities, comply with Faculty policies and procedures, and submit reports as required.

### Discontinuation of Recognition and Closure

18. If a Research Entity's recognition is not renewed, it will expire at the end of its current term, and a phase-out plan will be implemented by the Vice-President, Research, Innovation and Impact ("VPRII") or the relevant Faculty Dean, as applicable. The same applies if a Research Entity fails to submit the required documentation for a review or a report, or fails to meet the compliance or accountability requirements. If deemed necessary, the VPRII or Faculty Dean, as applicable, may appoint an external reviewer to assess the Research Entity's prospects and recommend on the disposition of assets and liabilities.
19. A Research Entity may choose to end its recognized status at any time. The directorship of the Research Entity must inform the OVPRII or the relevant Faculty without delay of its decision to cease activities. The termination process is outlined in the [Procedures](#).
20. A Research Entity may be phased out or immediately terminated at any time for financial exigency or other reasons, with due regard to human resources policies, contractual obligations, and employment standards legislation, as set out in the [Procedures](#).

### Policy Responsibility and Review

21. The overall responsibility for implementing and recommending amendments to this Policy shall rest with the Vice-President, Research, Innovation, and Impact.

Approved by Senate on January 17, 2014, and amended on March 27, 2026.

*The Policy was temporarily suspended before the approval of the amendments on March 27, 2026.*