



Faculty of Agriculture

Faculty of Agriculture
RESEARCH EXCELLENCE AWARD
Terms of Reference
2016

The **Research Excellence Award** is intended to recognize and encourage excellence in research within the Faculty of Agriculture. The award will be given to a faculty member who has made outstanding research contributions.

The **Research Excellence Award** will be made in the spring of every even numbered year, if a suitable candidate is nominated. The contributions of the award recipient will be celebrated at a campus event; the recipient will receive a monetary award of \$1000 provided by the Dean's Office. This monetary recognition is intended to further support the individual's initiative in research. It will be contributed to an appropriate special purpose account or held in trust by the Department Head.

Criteria for the award:

Consideration will be given to originality, independence of thought, overall quality, and impact of the nominee's research program.

Eligibility:

Individual faculty members in the Faculty of Agriculture who are conducting research are eligible. An individual will not be eligible to receive the award in two successive awarding cycles.

An individual who has previously received the Research Excellence Award will be eligible to compete based on achievements made since the previous award. The Academic Coordination Committee will be responsible for i) ensuring that this is clearly communicated to nominees and ii) using the record of the previous competition to ensure that new achievements are the basis for any subsequent award.

Nominators:

Members of the Faculty of Agriculture community (staff, faculty, and students), researchers outside of the Faculty, and professional associations may nominate or sponsor nominations. Self-sponsored nominations are permitted.

Process:

1. Nomination forms are available from the Academic Coordination Committee (ACC) Chair (Assistant Dean, Students & Academic Administration).

2. Nomination forms should be accompanied by supporting letters from the nominator and two other members of the Faculty of Agriculture community (faculty, staff, or students) or research partners who support the nomination. These letters of support should outline the types and impact of research initiatives carried out by the nominee and must be signed. Nominations are submitted to Dr. Keltie Jones, Assistant Dean, Students & Academic Administration, PO Box 550 Truro B2N 5E3, or keltie.jones@dal.ca.

3. The deadline for receipt of complete nominations is February 15, 2016.

Following the nomination deadline, the Assistant Dean will contact nominees and ask if they wish their name to stand. Nominees will then be asked to provide a copy of their curriculum vitae specifically outlining their contributions to research at the Faculty of Agriculture (with or without cover letter) along with up to three letters of support. Nominees will have at least two weeks to prepare and submit their supporting documentation to the Assistant Dean.

NOTE: All nomination papers, letters of support, and curriculum vitae will remain confidential.

4. The ACC will review the applications, in consultation with the Associate Dean, Research & Graduate Studies, and determine which candidate to recommend for the award.

5. The ACC will recommend to the Dean the name of the successful nominee. The Dean will inform the successful candidate and will prepare the citation for the award recipient.

6. The award will normally be presented at a specially designated institutional function at the end of the Winter semester. (Timelines will be adjusted accordingly each year of the award.)