

 DALHOUSIE UNIVERSITY FACULTY OF HEALTH	<i>Policy Sponsor:</i> Dean Faculty Council	<i>Approval Date:</i> May 27, 2010
Terms of Reference: Research Excellence Awards: Faculty	<i>Responsible Unit:</i> Faculty Council Associate Dean Research Director of Research	<i>Amendments:</i> November 24, 2011 Formatting, March 2018

Titles: There will be two awards annually:

- The Faculty of Health Early Career Research Excellence Award
- The Faculty of Health Senior Research Excellence Award.

Purpose: These annual awards are designed to recognize outstanding research that leads to significant progress in the understanding and/or management of a health-related problem. The contribution to a health-related field, impact and overall excellence will be considered.

Award Recognition: The Awards consist of plaques that will be displayed in a prominent place in the Faculty of Health and the recipients will receive individual plaques. In addition, the recipients will receive \$500 to support their research program. The Awards will be presented at the Spring Full Faculty meeting.

General Eligibility: The Faculty of Health' Research Excellence Award will be open to all researchers who are, normally, in a probationary tenure track or tenure track position in the Faculty. Holders of funded chairs such as Canada Research Chairs or endowed chairs are ineligible. The Award cannot be given to the same person or team more than once unless there are unusual and compelling reasons. The two awards cannot be held at the same time by the same person or team.

- **Senior Research Excellence Award:** Faculty members whose major appointment is in the Faculty of Health will be eligible to receive the Award. A team of researchers with significant involvement of Faculty of Health faculty may also be eligible
- **Early Career Research Excellence Award:** Faculty members whose major appointment is in the Faculty of Health and who are within the first seven years of their appointment at Dalhousie will be eligible to receive the Award.

Process: The Dean's Office will invite nominations for these awards from faculty members through the normal Schools/College communication systems. Self nomination is not permitted. Nominations will be received and considered by a committee comprising of two senior Faculty of Health faculty (one with a qualitative background and one with a quantitative background), a senior member of the academic community at large, one of the two previous year's recipients and a senior research

graduate student. The Committee will be established by the Faculty Research Committee and convened by the Director of Research.

The Nomination: The nominator will provide the committee with a brief letter of nomination (2-page max.) providing the nominee's name, the School/College affiliation and justification for the nomination.

The Committee will invite the Nominee to submit:

- a) A letter (max 3 pages) to the Committee outlining their research accomplishments and contributions, evidence of national/international recognition of their research program and where appropriate evidence of successful mentoring of students and/or colleagues. The impact of the nominees' research should be identified and may include, but is not limited to, reference to; citations, knowledge translation, community impact, policy etc.
- b) A current CV that clearly articulates the nominee's research role in grants, contracts and presentations over their academic career
- c) A copy of two of the nominee's most important research publications
- d) A letter of support from a nominee's colleague, other than the nominator, that highlights:
 - the nominee's principal research contributions
 - evidence of national and/or international recognition of the nominee's expertise and stature in the field.
 - Evidence of successful supervision of research trainees and mentoring of colleagues (as appropriate for Senior and Early Career level nominations).
 - Information may also include working with community groups to implement research initiatives as well as dissemination activities.

Criteria. Research activities of the Faculty of Health are diverse in scope, subject matter and methodologies. Each nomination will be reviewed and judged on demonstration of research innovation, contribution to a health-related field, impact and overall excellence.

Evaluation

Each Committee member will rank the nominations with 1 equal to the highest ranking. The Committee Chair will present the rankings to the Committee for discussion and decide on the top nomination by consensus. If consensus is not possible, the awardee shall be decided by majority.

Dates for submission:

The Call for Nominations will be sent out to the Schools/College in the Fall term, with a deadline for nominations to be determined by the Director of Research.

Nominees will submit their letter and support materials as detailed above by a date determined by the Director of Research normally within 4 – 6 weeks of the submission of Nominee names.