

## Research Awards Policy

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| Senate Policy/Procedures Name     | Research Awards Policy                                                                                                                                                                                                                                                                                                      |
|                                   | <b>Documents Included:</b><br><br>Research Awards Policy for 3 Awards: <ul style="list-style-type: none"> <li>• <i>Dr. Margaret Dechman Community-Engaged Research Champion Award</i></li> <li>• <i>President's Award for Excellence in Research</i></li> <li>• <i>President's Award for a Rising Researcher</i></li> </ul> |
| Policy Number                     |                                                                                                                                                                                                                                                                                                                             |
| Origin                            | Research Committee of Senate                                                                                                                                                                                                                                                                                                |
| Authority                         | Senate                                                                                                                                                                                                                                                                                                                      |
| Date of Original Approval         | Dec 16, 2022 (Senate)<br><br>Nov 20, 2023 (Senate)                                                                                                                                                                                                                                                                          |
| Supersedes                        | Previous research awards policy                                                                                                                                                                                                                                                                                             |
| Senate Approval Date:             | Senate meeting on Sept 19, 2025                                                                                                                                                                                                                                                                                             |
| Effective from:                   | Sept 19, 2025                                                                                                                                                                                                                                                                                                               |
| Review/Retirement Date            | 2030 (in 5 year)                                                                                                                                                                                                                                                                                                            |
| Responsibility for Revision       | Research Committee of Senate                                                                                                                                                                                                                                                                                                |
| Responsibility for Implementation | Office of Research and Graduate Studies (ORGS) with oversight from Research Committee of Senate                                                                                                                                                                                                                             |

**Purpose (and Rationale):** To provide a policy overview document on research awards at CBU for clarification and transparency

**Scope:** Adjudication and criteria for three research awards

**Policy:** (see below/attached)

**Procedures and Guidelines:** Office of Research and Graduate Studies (ORGS) assists with operationalizing the research awards. Research Committee of Senate deliberates and recommends nominations to CBU President

# Dr. Margaret Dechman Community-Engaged Research Champion Award

*‘Be the change you want to see in the world’*

Nominations are solicited for the Dr. Margaret Dechman-Community-Engaged Research Champion Award. This annual award may be presented to an individual, group, or collaborative team of community-engaged researchers, based at Cape Breton University and/or the broader community.

## Award Description

Our colleague Dr. Margaret Dechman was an outstanding academic, community member, and researcher. She was well-known as a champion for social justice, a tireless advocate for the socially excluded, and a compassionate neighbour who recognized people’s humanity. This Award recognizes community-engaged scholars and community representatives who demonstrate a commitment to equity, diversity, and inclusion, and are working within meaningful community partnerships to initiate, develop and support research that both services social goals and benefits scholarship.

## Eligibility

Nominations for this award can be put forward by CBU students, faculty, staff, community representatives and partners. For the purpose of this award, community partners are defined as any partner that is not another post-secondary institution. Community representatives may be from public, not-for-profits, advocacy groups, private or public sector organizations.

Nominees may be:

- members of community-based organizations serving or representing communities
- members of peer-driven advocacy organizations
- community-led research participants-champions
- CBU faculty or staff engaged in community-led research
- emerging CBU researchers, students, and/or non-academic practitioners, who have strong relationships in the community and are supported by an experienced researcher familiar with community-based research

All employees of CBU are eligible to nominate faculty members for the research award. Self-nominations are also possible and equivalent to other nominations. Members of senior administration (e.g., Associate Deans, Deans, and Vice-Presidents) are ineligible to be nominated for the award. Members of the Research Committee are eligible but must excuse themselves from the adjudication process.

Nominations will be active for up to 3 years, ie two subsequent years. The nominee will be asked by ORGS to provide updates, if warranted.

Individuals can win only once.

## Nomination Procedure

ORGS announces nominations for this research award, typically aimed at around a November 1<sup>st</sup> deadline. Contact [research@cbu.ca](mailto:research@cbu.ca) for more information.

The nomination should include the following:

- Nomination submission from the nominator. Any of the following formats are welcome:
  - Written submission (maximum 2 pages)
  - Video submission (maximum 5 minutes)
  - Audio submission (maximum 5 minutes)

In the nomination submission, please clearly state the nominee's name, description of the nominee's community-based involvement, names of the community partners, and illustrate how the nominee meets the selection criteria listed below.

- Letter(s) of support from a CBU faculty member.
- Letter(s) of support from the external community members or organizations.

The support letters should detail why the individual, relative to their field and solely in terms of the selection criteria below, feels the nominee has set themselves apart from other faculty and deserves to be recognized with a community-engaged research award. Support letters can be in written, video or audio form.

- If applicable, include the nominee's CV, or a list of some of their major accomplishments.

## Adjudication

The award is adjudicated by the Senate Research Committee using the selection criteria outlined below. The Committee may seek whatever external advice it deems appropriate. Committee members in a conflict shall recuse themselves from all discussions and all voting surrounding the ranking of the nominees.

The Research Committee of Senate will make a recommendation to the President by December 1<sup>st</sup>. The President will make the final decision.

## Selection Criteria

- 1) **Research program:** Nominee's research program is community-led, culturally safe, participatory, action-oriented and centred on lived and living experience.
- 2) **Meaningful collaborations:** Nominee fosters meaningful collaborations with local and/or global community-based or peer-driven organizations.
- 3) **Needs of the communities:** Nominee's work is attuned to the questions that communities want addressed and uses methodologies or approaches that best meet the needs of the communities they are working in.

- 4) **Knowledge mobilization:** Nominee must demonstrate that knowledge gained from their research has a positive impact and benefits the community directly.
- 5) **Social change:** Nominee has a record of substantial impact on positive social change and their research partnerships have supported and inspired positive change in the community where the partnership is working.
- 6) **Enhanced capacity:** Nominee's research program increases the capacity of the community to engage, initiate, and lead research activities that benefit all of their community members.
- 7) **Future impact:** Nominee's work has potential for new research directions.

### **Celebration**

A recognition event will be held typically in the Spring of the following year celebrating the award winner(s) will be organized by the Office of Research & Graduate Studies in consultation with the office of the President. The award winner(s) will be presented a certificate in recognition of this major accomplishment. The winner's name(s) will be added to a plaque to be prominently displayed within the University.

## President's Award for Excellence in Research

The annual award may be presented to one, and under exceptional circumstances, two outstanding Cape Breton University faculty member(s).

### Nomination Procedure

Nominees must be a tenured faculty member with a record of publications and/or intellectual property development and a current research program that demonstrate leadership in the research and wider academic community.

ORGS announces nominations for this research award, typically aimed at around a November 1<sup>st</sup> deadline. Contact [research@cbu.ca](mailto:research@cbu.ca) for more information.

The nomination should include appropriate supporting material including a statement on the criteria in terms of performance relative to the nominee's field of research). Letters of support from external experts are invited but not essential.

Nomination packages must include

- a) an up-to-date CV of the nominee
- b) letters of support from at least two CBU faculty members,
- c) letters of recommendation from the nominee's chair and school dean (should a nominee be a department chair, the vice-chair or an ad hoc chair of the nominee's department shall write the letter of recommendation).

The nomination should include appropriate supporting material including a statement on the criteria in terms of performance relative to the nominee's field of research. Letters of support from external experts are invited but not essential.

Letters should clearly detail why the individual, relative to their field and solely in terms of the selection criteria below, feels the nominee has set themselves apart from other faculty and deserves to be recognized with a research award. The level of detail in the letter should be such that a well-crafted set of arguments is made for each nominee (i.e. not only that the nominee is outstanding but precisely how they are outstanding relative to their field in terms of each of the selection criteria),

All employees of CBU are eligible to nominate faculty members for the research award. Self-nominations are also possible and equivalent to other nominations. Members of senior administration (e.g., Associate Deans, Deans, and Vice-Presidents) are ineligible to be nominated for the award. Members of the Research Committee are eligible but must excuse themselves from the adjudication process.

Nominations will be active for up to 3 years, ie two subsequent years. The nominee will be asked by ORGS to provide updates, if warranted.

A faculty member can win only once every five years.

## **Adjudication**

The Award is adjudicated by the Senate Research Committee using only the selection criteria outlined below. The Committee may seek whatever external advice it deems appropriate. Committee members in a conflict of interest (personal relationship) or who have supported a current nominee via a letter of nomination or support letter to the research committee, shall recuse themselves from all discussions and all voting surrounding the ranking of the nominees.

The Research Committee will make a recommendation to the President by December 1st. The President will make the final decision.

## **Selection Criteria**

The primary criterion for the award is external peer-reviewed scholarly activity and/or the development of intellectual property or community-based research (peer-review not necessarily being a component). Consideration is given to both the quality and quantity of academic output, relevant to the academic area. The receipt of external funding by a faculty member is not a necessary or sufficient criteria to receive the award. Peer-reviewed conference presentations that are published in full form may also be considered, although they will generally be given less weight than other peer-reviewed scholarly work (e.g. books, journal articles and book chapters).

### **1) Productivity**

The nominee must have a record of continued exceptional contributions to research/scholarship. Such achievement may be evidenced by any of the following:

- a) authorship or important participation in authorship of significant publications collectively demonstrating research ability and leadership in a major field of knowledge;
- b) authorship or co-authorship of publications authoritatively reviewing complex, important or advanced fields of knowledge including industrial applications; or
- c) a record of successful transfer of knowledge to industry or to other area of application including but not limited to intellectual property development or community-based research.

### **2) Creativity**

Clear evidence of creativity in the development of original interpretations, or concepts in the absence of previous related studies and interpretations. This may include intellectual property or community-based research.

### **3) Influence and Impact**

The nominee must have a record of substantial impact on the course of scholarly research by others. This may be demonstrated by one or more of the following:

- a) widespread use of theories, concepts or interpretations including industrial or community-based applications developed by the nominee in research by others;

- b) use of theories, concepts or interpretations by the nominee in textbooks or definitive review papers;
- c) a superior record of citations in citation index (relative to the field of study);
- d) a strong record of influence on research trainees, honours students, graduate students, postdocs and/or collaborators.
- e) development of intellectual property or community-based research

4) **Recognition**

The nominee must have attained national or international recognition as an authority in a major field of knowledge. Such recognition may be evidenced by any of the following:

- a) holds office in professional societies or serves on important committees;
- b) acts as an editor or member of the editorial board of recognized research journals;
- c) serves as official or invited delegate at international meetings or has been invited to address senior professional bodies;
- d) has an appropriate record of external research grants or fellowships.

**Celebration**

A recognition event will be held typically in the Spring of the following year celebrating the award winner(s) will be organized by the Office of Research & Graduate Studies in consultation with the office of the President. The award winner(s) will be presented a certificate in recognition of this major accomplishment. The winner's name(s) will be added to a plaque to be prominently displayed within the University.

# President's Award for a Rising Researcher

Nominations are solicited for the President's Award for a Rising Researcher at the Assistant or Associate Professor or Instructor I or Instructor II or Senior Instructor I level who shows significant development toward research excellence relative to others at the same rank in a particular field of research. This award is to recognize those with such significant development toward but have not yet reached the standard of excellence exhibited by those awarded the President's Award for Excellence in Research.

## Nomination Procedures

The award may be presented annually to one, and under exceptional circumstances, two Cape Breton University faculty member(s).

Nominees must show significant development of excellence in publications and/or intellectual property development and/or research-creation; that is the nominees must have a current research program that demonstrates emerging leadership in research.

ORGS announces nominations for this research award, typically aimed at around a November 1<sup>st</sup> deadline. Contact [research@cbu.ca](mailto:research@cbu.ca) for more information.

Nomination packages must include:

- a) an up-to-date CV of the nominee
- b) letters of support from at least two CBU faculty members,
- c) letters of recommendation from the nominee's chair and school dean (should a nominee be a department chair, the vice-chair or an ad hoc chair of the nominee's department shall write the letter of recommendation).

Letters should clearly detail why the individual, relative to their field and solely in terms of the selection criteria below, feels the nominee has demonstrated emerging excellence and deserves to be recognized with a research award. The level of detail in the letters should be such that a well-crafted set of arguments is made for each nominee (i.e. not only that the nominee shows that they are a rising researcher but precisely how they are a rising researcher relative to their field in terms of each of the selection criteria). The nomination should include appropriate supporting material including a statement on each of the criteria in terms of emerging performance relative to the nominee's field of research. Letters of support from external experts are invited but not essential.

All employees of CBU are eligible to nominate faculty members for the research award. Self-nominations are also possible and equivalent to other nominations.

Members of senior administration (e.g., Associate Deans, Deans, and Vice-Presidents) are ineligible to be nominated for the award. Members of the research committee are eligible but must excuse themselves from the adjudication process.

Nominations will be active for up to 3 years, ie two subsequent 2 years. The nominee will be asked by ORGS to provide updates in the following years, if warranted.

A faculty member can win only once.

## **Adjudication**

The Award is adjudicated by the Senate Research Committee using only the selection criteria outlined below. The Committee may seek whatever external advice it deems appropriate. Committee members in a conflict of interest (personal relationship) or who have supported a current nominee in the past year via a letter of nomination or support letter to the research committee, shall recuse themselves from all discussions and all voting surrounding the ranking of the nominees.

The Research Committee will make a recommendation to the President by December 1st. The President will make the final decision.

## **Selection Criteria**

*Note: Not all criteria may be applicable to all candidates; all applicable criteria below must be addressed*

The primary criteria for the award are quality and quantity of academic output (which is broken down further into productivity, creativity, influence and impact and recognition-see below). While externally peer-reviewed scholarly activity, including community-based research, are the typical outputs that will be assessed, the development of intellectual property and/or research-creation is also considered. For the latter peer-review is not necessarily required. The receipt of external funding will be judged in relation to significant outcomes (including work in progress) arising from such financial support. The success in external research funding is not necessary to be considered for the award. Peer-reviewed conference presentations that are published in full form may be considered, although they will generally be given less weight than other peer-reviewed scholarly work (e.g. books, journal articles and book chapters).

### **1) Productivity**

The nominee must have a record of contributions to research/scholarship sufficient to show developing continual excellence. Such achievement may be evidenced by any of the following:

- a) authorship, or important participation in authorship, of significant publications collectively demonstrating significant development of research ability and leadership in a major field of knowledge;
- b) authorship or co-authorship of publications authoritatively reviewing complex, important or advanced fields of knowledge including industrial applications; or
- c) a record of successful transfer of knowledge to industry or to other areas of application including but not limited to intellectual property development and/or community-based research and/or research-creation.

### **2) Creativity**

Clear evidence of creativity in the development of original interpretations, or concepts in the absence of previous related studies and interpretations. This may include intellectual property and/or community-based research and/or research-creation.

### **3) Influence and Impact**

The nominee must have shown impact or potential thereof on the course of scholarly research by others. This may be demonstrated by one or more of the following:

- a) use of theories, concepts or interpretations including industrial or community-based applications developed by the nominee in research by others;
- b) use of one or more theories, concepts or interpretations by the nominee in textbooks or definitive review papers;
- c) an emerging record of citations in citation index (relative to the field of study);
- d) indication of influence on research trainees, honours students, graduate students, postdocs and/or collaborators.
- e) development of intellectual property and/or community-based research and/or research-creation.

#### 4) **Recognition**

The nominee must have attained recognition or significant development toward recognition as an emerging authority in a major field of knowledge. Such recognition may be evidenced by any of the following:

- a) holds office in one or more professional societies or serves on important committees;
- b) acts as an editor or member of one or more the editorial board(s) of recognized research journals;
- c) serves as an official or invited delegate at one or more international meetings or has been invited to address one or more senior professional bodies;
- d) has an appropriate record of external research grants or fellowships.

#### **Celebration**

A recognition event will be held typically in the Spring of the following year celebrating the award winner(s) will be organized by the Office of Research & Graduate Studies in consultation with the office of the President. The award winner(s) will be presented a certificate in recognition of this major accomplishment. The winner's name(s) will be added to a plaque to be prominently displayed within the University.