



Faculty of Education Award for Excellence in Research Guidelines

Please note: It is the nominators' responsibility to ensure that nomination packages are complete and submitted by the due date. Incomplete nomination packages will not be adjudicated or considered.

This annual award has been established to recognize excellence in research for both emerging and established scholars, and it acknowledges the importance of research informing teaching and vice versa. Nominations for emerging and established scholars will be received in alternating years. The term "research" includes scholarship and creative activity and will be interpreted as the intentional process of inquiry that explores and extends human knowledge and experience. All regular faculty (as per the framework agreement) are eligible to submit nominations.

Nominators are asked to ensure nominations are complete as submitted (i.e., do not include references to websites—add relevant materials from the website to the nomination); the Selection Committee will consider only those materials submitted with the nomination. Nominations will be active for two award cycles; however, nominations will be considered in a subsequent cycle only if the nominator sends a letter to the Selection Committee to ask that this be done and forwards to the Committee an updated CV for the nominee on or before the nomination deadline.

Eligibility

- Tenured and tenure track faculty in the Faculty of Education.
- Emerging scholars are individuals within seven years of their first tenure track appointment at any university. Established scholars are those whose first tenure track appointment at any university started more than seven years before the year in which they are nominated.
- Nominees must not have been a recipient of this award previously. The only exception is the nomination of an individual as an established scholar who previously received this award as an emerging scholar.
- Nominees may be either individuals or groups of scholars working collaboratively as a research team.
- Sitting members of the Faculty of Education Research Committee are eligible to be nominated or act as the nominator/internal referee for the Faculty of Education Award for Excellence in Research, but conflict of interest protocols as outlined in the Research Committee Terms of Reference must be followed.

Submitting a nomination package

It is the nominator's responsibility to ensure that nomination packages are complete and submitted by the due date. Documentation supporting the nomination should be written so that someone outside the nominee's area of expertise can evaluate the submission.

The nomination package must include:

- a) A nomination form signed by one UVic Faculty of Education nominator. The nominator will also serve as the Internal Referee and will provide a letter of recommendation. The completed nomination form must also include the name and contact information of one referee external to the faculty.





- b) A letter of support for the nominee from a referee external to the Faculty of Education. Nominators must ensure referees' letters of support are included in the nomination package.
- c) A full UVic CV from the nominee. The nominee's CV must include details of teaching (list of courses taught), graduate supervision and training and mentoring of postdoctoral fellows, research associates, and others. Please highlight or bold graduate students' names when listed in publications/ presentations to make CVs easier for the committee to review. Where a nominee is comprised of a collaborative team, each collaborator must provide a full CV.
- d) A one to two-page statement from the nominee that summarizes the evidence (from the list of criteria below) that best highlights their research impact. All nominees are expected to include a description of how equity, diversity, inclusion, and decolonization considerations are embedded in their research design and/or practice.

Please submit the complete nomination package by email in PDF or Word format to Susan Chambers (schamber@uvic.ca) by 5 pm PST on April 7.

Evidence

This award recognizes excellence in research with demonstrated links between research and teaching. The award will be given based on the following:

1. A major contribution to applicants' discipline; evidenced by:
 - Publications (books, articles, chapters, book reviews, newsletters, media releases) or equivalent artistic/creative activities (e.g., exhibitions, performances, published artistic works, events)
 - Editorial duties and service to the academic community
 - Professional practice and/ or the development of resources/ services
 - Conference activity and/or artist residencies
 - National/international recognitions
 - Honours/awards/grants
 - Equity, diversity, inclusion, and decolonization considerations in research design (as relevant to discipline) and research practice (see Federal Research Funding Agency guidelines on equity, diversity and inclusion and Indigenous research evaluation processes)
 - Knowledge mobilization activities
 - Community and/or industry partnerships
2. Links between research and teaching at undergraduate and graduate levels; evidenced by:
 - Mentoring students
 - Integrating research into teaching content and/or practices
 - Publications and conference presentations with students

Adjudication

The Selection Committee consists of the Chair and members of the Faculty Research Committee. Selection Committee members shall serve for the term of their appointment on the Faculty Research Committee. The Committee may, at its discretion, confidentially consult with researchers in various disciplines regarding the nominations. The Committee may decide not to make this award in any year depending on the quality and/or number of nominations available. It also reserves the right to make joint awards. Details of the Committee's discussions and deliberations will be confidential. The Committee will take into consideration differences within the disciplines in terms of times to publication, nature of publications, and scholarly and creative works, etc. Incomplete nomination



packages will not be adjudicated or considered for the research award. Criteria for the Faculty of Education Award for Excellence in Research will be reviewed and revised by the Committee as necessary.

Recognition

Recipients will be presented with an award and may be invited to give a formal presentation or exhibition of their research.

