

## FACULTY OF ENGINEERING

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May 1, 2013

UNIVERSITY OF OTTAWA

### FACULTY OF ENGINEERING THE GEORGE S. GLINSKI AWARD FOR EXCELLENCE IN RESEARCH

#### STATEMENT OF POLICY AND PROCEDURES

##### 1. THE AWARD

- 1.1 The G.S. Glinski AWARD FOR EXCELLENCE IN RESEARCH, hereinafter referred to as the award, is an award sponsored by the Faculty of Engineering (the Faculty).
- 1.2 **The award shall have two distinct categories: the Excellence in Research Award for Emerging Professors (presented on even numbered years) and the Excellence in Research Award for Established Professors (presented on odd numbered years).** One award shall be given annually provided that appropriate candidates are nominated.
- 1.3 The award shall be administered pursuant to policies and procedures set out herein or established in accordance with the provisions of this document.

##### 2. OBJECTIVE

The objective of the award is to focus attention on research in the Faculty of Engineering by recognizing annually a member of its teaching staff who has earned distinction for himself or herself and for the Faculty through creative scholarship.

##### 3. THE AWARD AND PUBLIC LECTURE

- 3.1 The recipient of the award (the Faculty Researcher of the Year) shall receive an honorarium, as provided by the Faculty.
- 3.2 The award will be presented to the recipient in the course of an appropriate ceremony normally held in the fall of the year in which the award is made.
- 3.3 The award ceremony will normally be preceded by a public lecture (the George S. Glinski Engineering Staff Research Lecture) by the recipient of the award. The lecture, arising out of the recipient's research, should present the recipient's work on a non-technical level and in an interesting fashion, as appropriate to a cultivated audience which lacks professional knowledge in the recipient's field. It is desirable but not obligatory that the speaker present some material in English and some in French.

#### 4. FACULTY RESEARCH AWARDS COMMITTEE

The Faculty Teaching Personnel Committee will act as the Faculty Research Awards Committee, hereafter referred to as the Committee. The Committee is responsible for the selection of recipients for the Faculty Research Awards.

#### 5. SELECTION CRITERIA

- 5.1 It is intended that the award recognize contributions to research which have earned distinction for the researcher and for the Faculty through creative scholarship in any engineering field. The term 'research' should be interpreted in its broadest sense, referring to any original productive scholarship in any of the fields related to engineering or applied science.
- 5.2 In general, the candidate should have already published work which is widely recognized. This will commonly be a major part of the evidence documenting the candidate's contributions, although there may well be instances in which publication of well recognized work is long delayed for good reasons.
- 5.3 Only members with tenure or on a "tenure-track" appointment, hereinafter referred to as regular members, are eligible for the award.
- 5.4 **To be admissible to the Excellence in Research Award for Emerging Professors, the candidates, at the time of nomination, shall**

**be at the rank of Assistant or Associate Professor and shall have completed at least two years, but no more than 10 years as a full-time University Professor with a minimum of two years at the University of Ottawa.**

**To be admissible to the Excellence in Research Award for Established Professors, the candidates, at the time of nomination, shall be at the rank of Full Professor or shall have completed more than 10 years as a full-time University Professor with a minimum of two years at the University of Ottawa.**

- 5.5 **Regular members who have received major research recognitions from the University of Ottawa (e.g. University of Ottawa Research Award, Distinguished University of Ottawa Professor) shall not be eligible for nomination to the award.**
- 5.6 **Previous recipients of the Excellence in Research Award for Emerging Professors shall be eligible for the Excellence in Research Award for Established Professors provided that they meet the eligibility criteria of section 5.4. However, previous recipients of the award shall not be eligible for subsequent nomination within the same category.**

#### 6. NOMINATION PROCEDURE

- 6.1 A nomination for the award may be initiated by any Faculty of Engineering alumnus or alumna, faculty member or administrator. Nominations should be addressed to the Dean of Engineering.

6.2 The Departmental Teaching Personnel Committee of each department shall select all departmental nominations for the award. After selecting nominees and ascertaining their willingness to be candidates for the award, the Departmental Teaching Personnel Committee shall prepare a brief in support of each candidate. The Chairman shall forward the briefs, along with appropriate supporting documentation and his/her own recommendation, to the Committee.

6.3 Nominations for the award should be made as objectively as possible and should be broadly based. Any relevant evidence may be submitted to the Committee. The submitted documentation should, in any event, include

- (a) nomination letter
- (b) excerpts from the DTPC/STPC minutes
- (c) candidate's statement of his research
- (d) candidate's CV
- (e) testimonial letters from peers (internal)
- (f) testimonial letters from peers (external)

6.4 Each department is entitled to submit to the Committee one nomination and School up to two nominations.

## 7. PUBLIC RELATIONS

7.1 The award ceremony shall be organized by the Faculty of Engineering.

7.2 The Faculty shall annually budget an amount it deems appropriate to cover publicity costs associated with the award.

## 8. TERMS OF REFERENCE OF THE COMMITTEE

8.1 MANDATE – the Committee shall select recipients for the award subject to the provisions of this document. The Committee may decline to select a recipient in any year in which it finds that none of the candidates meets the criteria set out herein.

8.2 INFORMATION – The Committee shall make its selection on the basis of the files submitted by the Departmental Personnel Committees and submissions from qualified persons whom the Committee invites to provide it with additional information.

## 9. TARGET DATES

9.1 The Dean will, in early September, send guidelines for nominations and request the cooperation of Departmental Teaching Personnel Committees in the selection of candidates and the preparation of supporting files.

9.2 Nominations are to be submitted to the Dean by November 1<sup>st</sup> and to the Faculty Research Awards Committee by November 15<sup>th</sup>. The Committee is to complete its deliberations and select a recipient by January 10<sup>th</sup>.