

FACULTY OF ENGINEERING

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WILL BECOME EFFECTIVE STARTING
September 1, 2022

UNIVERSITY OF OTTAWA

FACULTY OF ENGINEERING EARLY CAREER RESEARCHER AWARD

STATEMENT OF POLICY AND PROCEDURES

1. THE AWARD

- 1.1 The Early Career Researcher of the Year Award, hereinafter refereed to as the award, is an award sponsored by the Faculty of Engineering (the Faculty).
- 1.2 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 Award is presented annually to a faculty member who has made exceptional contributions to research early in his/her career.

3. THE AWARD AND PUBLIC LECTURE

- 3.1 The recipient of the award shall receive an honorarium, as provided by the Faculty.
- 3.2 The award will be presented to the recipient during an appropriate ceremony normally held in the year in which the award is made.
- 3.3 The award ceremony will normally be preceded by a public 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 refereed 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.

- 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, the candidates, at the time of nomination, shall have obtained a Ph.D. (or the equivalent) in the past 12 years 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. The eligibility window will be adjusted to consider instances where a researcher has had an acceptable delay in research or a period of inactivity due, for instance, to illness and parental leave.
- 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 The award will not be given twice to the same person.

EVALUATION CRITERIA:

- Research excellence
- Impact (or potential for impact) of the research
- Scientific productivity
- Funding obtained from the Tri-Council
- Research Collaborations and Partnerships (or potential for collaborations and partnerships)
- Contribution to the Strategic Areas of Research of the Faculty and the University
- Commitment towards equity, diversity and inclusion in research activities

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/School Teaching Personnel Committee of each department shall select their departmental nomination for the award. After selecting their nominee and ascertaining their willingness to be a candidate for the award, the Departmental/School Teaching Personnel Committee shall prepare a brief in support of the candidate. The Chair/Director shall forward the brief, along with appropriate supporting documentation and his/her own recommendation, to the Committee by the prescribed deadline.

- 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 (2 pages maximum)
 - (d) candidate's CV
 - (e) testimonial letters from peers (internal) (2)
 - (f) testimonial letters from peers (external) (3)

- 6.4 Each department/school is entitled to submit to the Committee one nomination.

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/School Teaching 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/School Teaching Personnel Committees in the selection of candidates and the preparation of supporting files.
- 9.2 Nominations are to be submitted to the Dean and to the Faculty Research Awards Committee. The Committee is to complete its deliberations and select a recipient by mid-December.