



## **SENATE RESEARCH COMMITTEE Contributions to Research Awards Guidelines**

The Senate Research Committee is pleased to offer annual Contributions to Research Awards that recognize outstanding recent research activity by Lakehead University faculty. Up to three awards of \$500.00 each will be given annually. These awards recognize research accomplishments in the previous three-year period, in contrast to the Distinguished Researcher Award that is typically given for accomplishments over longer time spans.

---

### **Eligibility**

1. All Lakehead University faculty members, including contract faculty, are eligible for nomination, *except for members of the Senate Research Committee*.
2. A researcher may receive only one award every three years.
3. A researcher who has previously received either a Contributions to Research Award or a Distinguished Researcher Award will only be considered for a Contribution to Research Award if the work they are submitting for consideration is in a significantly different area than the work that has already been recognized.

### **Nominations and Deadline**

Nomination letters must be submitted by at least two faculty peers, which may include a Chair, Director, or Dean. Nominations letters should provide reasons for the nomination, as well as a list of the relevant research activities of the nominee in the previous three years and copies of the nominee's scholarly work.

Only one researcher per department or program may be nominated in a given year.

**Nominators may submit electronic nomination packages to the Chair of the Senate Research Committee c/o the Committee's Administrative Officer via email: [ea.vpri@lakeheadu.ca](mailto:ea.vpri@lakeheadu.ca) prior to 4:30 p.m. on May 15 each year.** Should the deadline fall over a weekend, applications will be due the following business day.

## **Selection Committee**

The Senate Research Committee will review nomination packages in the Fall term. The award(s) are announced during Research and Innovation Week's Awards Reception and, whenever possible, winners are encouraged to attend and receive the award in person. Please contact the Senate Research Committee's Administrative Officer for additional information, including the date and time of the reception.

## **Criteria for the Award**

The primary criterion for the award is external peer-reviewed scholarly activity, as defined in the Collective Agreement. Consideration is given to both the quality and quantity of academic output. The receipt of external funding by a faculty member is not a necessary or sufficient criterion to receive an 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 scholarly work (e.g., peer-reviewed journal articles, books, book chapters).