



# Research Excellence Award

## 2023-24 Nomination Information and Forms

Nomination Deadline: **Friday, December 1, 2023**

Submit completed nomination package electronically to  
[UFVSecretariat@ufv.ca](mailto:UFVSecretariat@ufv.ca).







## Research Excellence Award

### 2023-24 Nomination Information & Forms

Every year, the University of the Fraser Valley recognizes individuals for excellent research, which is implicit in the mission statement for UFV.

---

#### ELIGIBLE UFV NOMINATORS

-  B Type faculty, including lab instructors, after probation period
-  Sessional faculty with equivalent of two years of teaching (accumulation of 14 sections)
-  Staff\*
-  Students enrolled in at least one UFV course
-  Alumni
-  University officers\*



Nominations may not be made by (or letters of support provided by) any member of the Research Excellence Award selection committee. No one may solicit a nomination on his or her own behalf.

\*For definitions, refer to the Senate Bylaws, p. 10.

---

#### ELIGIBLE NOMINEES

Eligible nominees must **currently** hold one of the following positions:

-  B Type faculty, including lab instructors, after probation period.
-  Sessional faculty with equivalent of two years of teaching (accumulation of 14 sections).

Note the following:

- Winners cannot be nominated for five years following receipt of the award.
- No one may solicit a nomination on his or her own behalf.
- Nominees who are unsuccessful in their first year of nomination will be considered as candidates for the Research Excellence Award for a second year. Nominators will be invited to:
  - Let the nomination stand and provide relevant updates to meet required documentation; or,
  - withdraw the nomination upon the nominee's request.

If nominators are not available, nominees will be contacted to determine if they would like to have their nomination stand for another year. Nominees who are unsuccessful in both first and second years of nomination will need to be re-nominated to be considered.

---

#### AWARD RECOGNITION

The award recipient will receive the award during an appropriate university event designated for award recipients. The award includes:

- The recipient's name and year of award on a plaque, displayed at the university;
- a framed certificate;

- \$2,500 to be used at the discretion of the award recipient (contact the University Secretary to discuss options).

---

## NOMINATION PACKAGE

It is the role of the nominator to complete the nomination form, gather supporting documents, and confidentially submit a complete electronic .pdf copy of the nomination package, with a table of contents, to the Secretariat office at [UFVSecretariat@ufv.ca](mailto:UFVSecretariat@ufv.ca).

**The nomination package must consist of all of the following:**

1. A letter of nomination outlining how the nominee meets the criteria for the Research Excellence award (maximum 1,000 words);
  - a. The nominator is responsible for describing the nominee's work in relation to his or her particular discipline in language which the multidisciplinary committee adjudicating this award can comprehend.
  - b. This letter should lay out the broader research/creative program of the nominee over the previous 5 years.
  - c. It should also highlight any outstanding creative or research achievement(s) in that same time period. Nominators will provide a description of the nominee's research/creative endeavor, emphasizing how it meets the four criteria and related descriptive attributes, as outlined in the *Evaluation Criteria*. The researcher's role in any joint/multi-disciplinary projects should be clearly outlined.
2. A nominator form, signed by the nominator, indicating their eligibility type.
3. Exactly five letters of support must be included (500 words maximum). The nominator is responsible for soliciting letters of support from outside the UFV community. The nominee may suggest a list of colleagues from whom it would be suitable to solicit letters of support:
  - a. Two letters should come from recognized scholars specializing in a similar field of research/creative endeavor who can speak to the quality and significance of the nominee's work in the field.
  - b. Up to two additional letters may also come from non-academic sources who have a connection to, and comprehension of, the research/creative activity being nominated (i.e. government agencies, industry, community partners), or a former/current student who has experienced the nominees' incorporation of research into the classroom.
  - c. A letter of support cannot come from the nominator.
4. A current curriculum vitae of the nominee, highlighting his or her research/creative productivity over the previous five years, and not exceeding five pages.
5. A consent form signed by the nominee agreeing to be nominated.

---

## CRITERIA FOR THE SELECTION OF AWARD RECIPIENT

Candidates are evaluated on the following four criteria. These are baseline expectations which the award recipient must meet.

Emphasis will be placed on work accomplished as a member of the UFV community, but achievements within the past five years that were achieved elsewhere will be considered. Nominees' research/creative endeavors will be assessed based on the following four criteria, relative to the discipline:

- **Originality/Innovation**
- **Academic Impact**

- **UFV/Community Impact /Influence**
- **Mentorship/Interface of Research and Teaching**

The following are descriptive attributes of the main criteria:

#### **1. Originality/Innovation**

- Uniqueness or transformative nature of work
- Patents or monetary gains produced from work
- Awards, recognition from work
- Initiation of new programs

#### **2. Academic Impact/Influence within the Discipline**

- Reception of work among peers within researcher's discipline (reviews, stature of journals in which work was published, awards, etc.)
- Profile of outputs (journal rankings, etc.)
- Record in securing funding from external sources
- Numbers of citations from work
- Membership in discipline-specific groups
- Reviews of discipline-specific works

#### **3. UFV/Community Impact/Influence/Scope of Research/Creative Activity**

- Impact/significance of the work for the UFV community, stakeholder groups, institutional profile, community at large, including Indigenization and Internationalization, etc.
- Public demonstrations, showings, lectures, presentations of work
- Utility/use of research/creative outputs to community groups
- Securing internal funding from UFV
- Membership in community/national/international groups
- Press statements regarding work

#### **4. Mentorship/Interface of Research and Teaching**

- Role and/or training for students in relation to work or while conducting work in research
- Role for students in conduct of faculty research
- Incorporation of creativity/research achievement/ knowledge of research into the learning environment and pedagogy
- Evidence of student research accomplishments and testimonials

---

### **ADMINISTRATION OF THE AWARD**

The UFV Research Excellence Award selection committee is a subcommittee of the Senate Research Committee, and is responsible for receiving nominations and recommending a recipient for the award. The recommendation is approved by the Senate Awards and Honours Committee, who makes the final recommendation to Senate.

---

### **PROCEDURE TIMELINES**

Nomination information and procedures are available on the [Research Excellence Award web page](#). The nomination package must be submitted electronically to the Research Excellence Award selection committee **by December 1, 2023**, to [UFVSecretariat@ufv.ca](mailto:UFVSecretariat@ufv.ca), following the format requirements outlined in the [Nomination Package](#) section.