**The University of New Brunswick Award for Excellence in Research**

**Guidelines**

March 2019

**The University of New Brunswick Award for Excellence in Research**

This award is intended to honour faculty who are representative of outstanding research, scholarly, or creative achievements at the University of New Brunswick. The Award for Excellence in Research promotes and celebrates an environment that supports intellectual inquiry and discovery.

**Eligibility**

A candidate must be a full-time tenure-track member of faculty who has been at UNB for a minimum of 5 years and who has maintained an ongoing and active research program over that period. Individuals are not eligible if they have been previous recipients of the Award.

**Nomination Process**

Candidates for the award may either be self-nominated or nominated by a peer or group of peers.

The nomination package should at a minimum consist of:

* A completed and signed nomination form,
* A nomination letter no longer than two single spaced pages outlining the ongoing excellence of the candidates’ research program,
* A Tri-agency CV (NSERC, SSHRC, CIHR) or a Canadian Common CV.

Nominations may also include further letters or paragraphs of support from current and former students, faculty members, alumni, Department Chairs, or Deans.

Nominations must be received by the Office of the Vice President (Research) by the date shown on the Awards page of the Office of the Vice President (Research) website.

**Award Selection Procedure**

Nominations will be received by the Office of the Vice-President (Research) and distributed to academic Deans for their input. Each Dean will rank the nominations from 1st to last and return the ranked list to the VPR. The rankings for each candidate will be added together in order to arrive at a final score. *For example*, Candidate A might have received the following rankings: #2 from Arts Fredericton, #2 from Arts SJ, #4 from Business Administration, #1 from Business, and #3 from Computer Science, and so on. Candidate A’s rankings would then be added up to a final score of 12 (2+2+4+1+3).

The three candidates with the **lowest scores** will be considered by the President’s Selection Committee, which will make the final award decision. Ranking and final selection will be based on a record of cumulative research, scholarly, or creative achievement while at UNB.

**Notification**

Recipients will be publicly acknowledged at the Fall Convocation ceremony. A monetary contribution to be used in support of the recipient’s research will accompany the award. Amount is variable.

*This award is made possible by a gracious gift from Dr. Friedrich (Fritz) Grein, Professor Emeritus of Chemistry.*