



uOttawa

Distinguished Research Chair Nomination Guidelines

Presentation

- Put your name at the top of each page and number all pages.
- Use 12-point font or larger and a maximum of six lines per inch, single spaced.
- Paper must be 8 1/2" x 11" (22x 28 cm) and margins must be at least 3/4" (2 cm) around.
- Submit the following information as one attachment.

1. Description of the proposed research program (3 to 5 pages)

a. Chair Title and Summary (max. 100 words)

- Briefly state the explicit objectives of your proposed research program.

b. Context

- Situate the proposed research in the context of the relevant scholarly literature.
- Explain the relationship and relevance of the proposed research to your ongoing research. If the proposal represents a significant change of direction from your previous research, describe how it relates to experiences and insights gained from earlier research achievements.
- Explain the importance, originality, innovativeness and anticipated contribution to knowledge of the proposed research.
- Describe the theoretical approach or framework (if applicable).
- Demonstrate how the proposed research will contribute to the attainment of the research objectives as outlined in the university's strategic research plan.

c. Methodology

- Describe the proposed research strategies and key activities, including methodological approaches and procedures for data collection and analysis that will be used to achieve the stated objectives.
- Justify the choice of methodology.

d. Engagement with research users and communication of results

- Describe, if applicable, how research users (e.g., media, academics, industry, government, not-for-profit and private sector organizations, practitioners, policy-makers, educators, artistic and cultural communities, etc.) will be engaged during the various stages of the research program (e.g., conception/design, implementation, communication of results, etc.).
- Describe how the research results will be disseminated (e.g., conferences peer-reviewed publications, monographs and books; copyrights, patents, products and services; technology transfer; creative or artistic works; etc.).

e. Description of proposed training strategies

- Describe the training strategies that will be used to attract excellent students (e.g. doctoral, masters, undergraduate) and trainees to the university or affiliated institution(s), hospital(s), institute(s).
- Describe how an environment that attracts, develops and retains excellent students and trainees will be created.

Describe the specific roles and responsibilities of students, research assistants, and postdoctoral fellows, and indicate the duties, especially with respect to research, that they will be undertaking and how these will complement their academic training.

2. Statement on equity, diversity, and inclusion philosophy and practice (maximum 1 page)

Describe the efforts planned to promote equity, diversity and inclusion in research. It is up to the candidate to choose how he or she wishes to address this criterion, through concrete actions, taking into account his or her own reality (e.g., challenges specific to their environment or their field in order to develop relevant and effective actions).

- Describe concrete actions, already taken and/or planned, to increase equity, diversity or inclusion within your team, laboratory, field, or setting. For instance the actions to create more diversified, inclusive and equitable research environments, whose climate and culture enable everyone to feel supported and respected.
- The actions described should be those of the researcher and its team, not the one of the institution (or clearly state your contribution to the latest).

- The actions described can go over the scope of the proposed project; they may be aimed at the students being supervised, your research environment (team, department, faculty, research center, and university), the research field, the populations targeted by the research, the dissemination of results, etc.

A certain understanding of EDI challenges in research is necessary to justify the coherence of the actions (taken and/or planned) with these challenges. Actions aimed at acquiring a better EDI knowledge or a better understanding of the challenges within one's team, environment or field are also considered to be actions that promote EDI.

Additional resources:

- Other tools and checklists produced by the Chair for Women in Science and Engineering (Québec) are available here: <http://cfsg.espaceweb.usherbrooke.ca/edi-in-higher-education-and-research/>, it may be useful to you in this reflection.
- Considering Equity, Diversity and Inclusion in your application – NSERC Guide: http://www.nserccrsng.gc.ca/doc/EDI/Guide_for_Applicants_EN.pdf
- Best Practices in Equity, Diversity and Inclusion in Research – SSHRC Guide: <https://www.sshrc-crsh.gc.ca/funding-financement/nfrf-fnfr/edi-eng.aspx>
- Equity, diversity and inclusion resources – CIHR Guide: <https://cihr-irsc.gc.ca/e/51709.html>

Source: Canada Research Chairs Program: <http://www.chairs-chaieres.gc.ca/> modified for uOttawa Research Chairs Evaluation Committee internal purposes and resources developed by Chair for Women in Science and Engineering (Québec): <http://cfsg.espaceweb.usherbrooke.ca/edi-in-higher-education-and-research/>.