

Policy Title: Canada Research Chair Renewal, Reallocation, and Reduction

Parent Policy: N/A

Policy Administrator: Vice-Provost of Research and Graduate Studies

Approving Body: University Senate

Approval History: April 7, 2015; Senate Motion #2014/15-039

Purpose:

The objectives of this policy are:

- To clarify the process of renewal, reallocation, and reduction of Canada Research Chairs.

Scope of this Policy: All TWU Faculty

Policy Statement:

1. Renewals

The federal CRC program sets limitations on the number of renewals of a Tier 2 CRC: it may only be renewed twice (i.e. a total of 10 years). No such limitation is set on a Tier 1 CRC. The renewal of a Tier 1 CRC beyond two terms will be subject to review under this policy.

a) **Timing:** An application for renewal of a Canada Research Chair will commence at least one year prior to the expiration of the candidate's term so as to ensure that adjudication of the application by the CRC Secretariat will be completed before expiration of the term. In the event that an incumbent is not recommended for renewal by the academic unit or by the steering committee, the CRC position will become available for reallocation at the end of the incumbent's term. In this case, the academic unit may reapply for the Canada Research Chair following the procedures described below.

b) **Process:**

Step 1: The academic unit will determine if the incumbent wishes to seek a second term. If not, the CRC will become available for reallocation as described below.

Step 2: If the incumbent wishes to be considered for a second term, the academic unit will assess the performance, track record, and future promise of the incumbent as a CRC in order to determine whether to recommend renewal of his or her appointment. Furthermore, the academic unit will pursue its review based on the procedures recommended by the steering committee with a view to preparing a successful application to the CRC Secretariat. This process will respect the principles of peer review, and include assessments from peers, both internal and external to the university.

If the academic unit decides against renewal of the application, the CRC will become available for reallocation as described below.

Step 3: The steering committee will assess the performance, track record, and future promise of the incumbent as a CRC based primarily on the file submitted by the academic unit. The committee may consult and/or seek opinions from other bodies or individuals if additional

information and/or input is deemed necessary.

In evaluating the application for renewal, the following general criteria will apply (in no particular order):

- record of research productivity and external funding;
- record of research collaborations at TWU and/or elsewhere;
- record of/potential for graduate training;
- research excellence and reputation of the Chair;
- record of potential for research leadership appropriate to the category of the Chair (Tier I versus Tier II);
- fit with the University Strategic Research Plan;
- impact of the Chair on TWU's capacity and international reputation in research; impact of the Chair in the thematic and/or disciplinary area of the CRC; and impact of the Chair in extending the mission of TWU.

Step 4

If the decision of the steering committee is positive, the incumbent will be invited to prepare a full renewal application to the CRC Secretariat. If the decision is negative, or the CRC Secretariat rejects the renewal application, the CRC will become available for reallocation as per process below.

2. Reallocations

A CRC position is deemed vacant under any of the following conditions:

- a) completion of two terms by a Tier 2 Chair holder;
- b) non-renewal of an incumbent for a second term;
- c) retirement or resignation of an incumbent during his/her second term;

A unit is not entitled to retain an existing CRC position in a given thematic area when that position becomes vacant. Instead, the unit must apply anew for the position via a competitive process described below if it wishes to retain a CRC in the given thematic area. Alternatively, the unit with a vacant CRC position may make an application in a different thematic area.

In the event of a retirement or resignation of an incumbent during the first term, the CRC position will be deemed vacant and therefore open to reallocation.

Reallocation competition

CRC positions for reallocation will be assigned using a competitive process, based on the adjudication of written proposals submitted by the units. Details of the application process, to be overseen by the steering committee, will accompany the call for proposals.

The unit(s) with successful applications would then seek permission to recruit subject to the following conditions:

- a) availability of a base-funded faculty position at the appropriate salary level;
- b) an open search, i.e., open to internal and external candidates.

Proposals will be assessed by the steering committee. Proposals will be adjudicated and ranked using the following general criteria (in no particular order):

- consistency with TWU's Strategic Research Plan, the University Strategic Plan (or equivalent), and the Strategic Research Plan (or equivalent) of the unit;
- fit with the unit's academic plan (or equivalent) and academic staffing strategy.
- need for, and opportunity to build, research excellence in the proposed theme;
- potential for collaboration at TWU and/or elsewhere;
- potential for undergraduate, graduate and postdoctoral training;
- unit expectations for research leadership, including leadership appropriate to the category of the Chair (Tier I versus Tier II);
- potential/perceived impact of the proposed Chair on TWU's capacity and international reputation in research; and
- ability of the Chair to contribute to TWU's mission.

The steering committee will make recommendations to the Senate, who will then make a recommendation to the Provost for his/her final decision. Unsuccessful proposals may be held over to the next competition upon mutual agreement between the unit and the steering committee.

Academic units are encouraged to develop an open and transparent process for the generation and adjudication of proposals within the unit in order to arrive at proposals to be forwarded to the steering committee for consideration in the pan-university competitive reallocation process.

3. Reduction to the University's CRC Quota

Every two years, the CRC Secretariat undertakes a review of Tri-Council funding (i.e., CIHR, NSERC, and SSHRC) to all eligible institutions as a basis for adjusting their respective number of Chairs. The number of Chairs allocated to each institution may increase, remain the same, or be reduced, depending on its relative performance in Tri-Council funding.

In the case of a reduction to the university's CRC quota, the steering committee will determine the chair(s) to be phased out through a transparent process based upon the criteria listed above for reallocation. This decision will normally be made within one month.

The Secretariat implements a phase-out funding mechanism using a sliding scale of decreasing support. Central funding from the university will be provided to the host unit to cover the reduction of the CRC award until the end of the academic contract in the year in which the phase-out has occurred. Following the one-year phase-out period, all salary and benefit costs associated of the former CRC will be the responsibility of the academic unit at the regular faculty rate for that rank and experience level on the grid.

Definitions:

Academic Unit: refers to academic units at the level of faculties and schools.

CRC: Canada Research Chair.

Steering Committee: will be a committee established by the Academic Research Council (ARC) appointed to oversee renewal and reallocation of Canada Research Chairs. It will be composed of the Vice Provost of Research and Graduate Studies, and one representative from each faculty and school.

Child Policies: N/A

Monitoring Data: Office of Research will report to RAS at its last meeting of the year, providing annual information on the number of allocations, the number of successful nominations and/or renewals, and the number of ongoing chairs.