

Canada Research Chair Internal Nomination Form

Send the completed nomination package to the CRC manager, crc@uwaterloo.ca, five months prior to the CRC deadline.

Nominee Details		
The following researcher is being nominated for a Canada Research Chair		
Full Name		
Email Address		
UW Department/ School/Affiliation		
If formal joint-appointed exists, list other School/ Department affiliation & percentage of time		
Has the nominee previously held a Canada Research Chair of the same Tier at any institution?		
Chair Details¹		
Granting Agency	Tier	Type
Faculty Research Fund Amount	\$	
CFI Infrastructure Allocation (if applicable)	CFI allocation (up to 40% of total CFI budget) \$	
Does the nominee hold a complement position or is identified against a future complement vacancy?		
Recruitment Process (for new Chairs or advancement of a Tier 2 to a Tier 1 only)		
<p>The Chairs Secretariat requires that all CRC recruitment processes be transparent, open, and equitable. They must be consistent with the principles and safeguards embodied in relevant University hiring policies (Policy 65, Policy 69, Policy 76), and the CRC Requirements for Recruiting and Nominating Canada Research Chairs. CRC hiring records must be retained by the Faculty for a minimum of 48 months after the nomination is submitted to the CRC program.</p> <p>Confirm these recruitment processes have been followed by checking the appropriate boxes below.</p> <p>Yes, I have read Policy 65, Policy 69, Policy 76, and the CRC Requirements for Recruiting and Nominating Canada Research Chairs and have followed them for the recruitment of the above nominee AND</p> <p>Yes, the job advertisement was approved by the Office of Research and was posted on the Public Accountability webpage AND</p> <p>Documentation will be retained by the Faculty for a minimum of 48 months</p>		
Attachments Attach the following documents:		
New CRC nominee	<p>The CRC Selection Committee Report</p> <p>A summary (2-3 pages) of the research proposed for the first Chair term. If receiving CFI allocation, include a 0.5 page description of how the infrastructure will be integrated into the research.</p> <p>A summary (~1 page) explaining how this nomination assists the University in meeting the Strategic Research Plan objectives</p> <p>A copy of the renewal criteria developed by the Department/School/Faculty/nominee</p> <p>The nominee's up-to-date CV. If applicable, nominees are encouraged to explain:</p> <ul style="list-style-type: none"> • Any circumstances that have affected their productivity (e.g. career interruptions or slowdowns, publication delays, interdisciplinary or non-traditional research) in order to allow for a fair assessment of their nomination. • Context for a multidisciplinary reviewers to understand research excellence in their field. • See the Guidelines for Assessing the Productivity of Nominees for more information 	

¹ Selection Criteria for new nominees: https://www.chairs-chaire.gc.ca/program-programme/nomination-mise_en_candidature-eng.aspx#7

Selection Criteria for renewal nominees: <https://www.chairs-chaire.gc.ca/program-programme/renew-renouvellement-eng.aspx#5>

Renewal	<p>A summary (1-2 pages) of the research productivity over the first Chair term</p> <p>A brief statement about how the nominee has met the renewal criteria (<1 page)</p> <p>A summary (2-3 pages) of the research proposed for the second Chair term.</p> <p style="padding-left: 40px;">If receiving CFI allocation, include a 0.5 page description of how the infrastructure will be integrated into the research.</p> <p>A summary (~1 page) explaining how this nomination assists the University in meeting the Strategic Research Plan objectives</p> <p>The nominee’s up-to-date CV. If applicable, nominees are encouraged to explain:</p> <ul style="list-style-type: none"> • Any circumstances that have affected their productivity (e.g. career interruptions or slowdowns, publication delays, interdisciplinary or non-traditional research) in order to allow for a fair assessment of their nomination. • Context for a multidisciplinary reviewers to understand research excellence in their field. • See the Guidelines for Assessing the Productivity of Nominees for more information
----------------	--

Signatures

Nominee

Name (print)	Signature	Date
--------------	-----------	------

The undersigned confirm that they have reviewed the recruitment processes and all attachments and give the nomination their full support.

By signing below, the Dean also approves the CFI Infrastructure allocation noted under “Chair Details” above.

Selection Committee/DACA Chair

Name (print)	Signature	Date
--------------	-----------	------

Academic unit head

Name (print)	Signature	Date
--------------	-----------	------

Dean

Name (print)	Signature	Date
--------------	-----------	------

¹ Selection Criteria for new nominees: https://www.chairs-chaire.gc.ca/program-programme/nomination-mise_en_candidature-eng.aspx#7
 Selection Criteria for renewal nominees: <https://www.chairs-chaire.gc.ca/program-programme/renew-renouvellement-eng.aspx#5>