

GUIDELINES FOR Research & Creative Activity AWARD Application Form

The objective of the Research & Creative Activity Award is to recognize a faculty or librarian's outstanding accomplishments at Bishop's University in which they are well-established in their field and in the mid-to-late stage of their careers. All continuing faculty and librarians that have been employed at Bishop's University for at least three years, are eligible.

The Senate Research Committee (SRC) is responsible for the adjudication of the award. A prize of \$1000 will be awarded to the winner.

How to Submit a Nomination

Log onto Romeo Portal and fill out the form called: Research & Creative Activity AWARD Application Form

Eligibility of Candidate:

- Candidates must be nominated and seconded in due form by full-time faculty members or librarians at Bishop's University using the nomination form. Please note that the form cannot be saved and must be submitted electronically by clicking on the Submit button.
- The nominator must briefly justify why the nominee's work is worthy of a University Award and provide the names of three qualified referees that may be called upon by the committee to evaluate the nominee's body of work.
- The nominee must provide two documents: (1) two-page research statement explaining their body of work in lay language and the impact that it has had within their discipline or field, (2) an up-to-date CV listing publications, grants and other research activities. These two documents must be attached electronically to the form. Samples of the work must be submitted by email, if any.
- The Award Competition occurs on a biennial basis with a winner named accordingly, provided that the adjudication committee concludes an admirable application has been received.

Nomination packages should be submitted before: February 29th of each year or the following business day should this date fall on a weekend or holiday.

Contact Information

For more information, please contact Research Office and Graduate Studies at researchoffice@ubishops.ca