DR SHERILL BROWN DISTINGUISHED RESEARCH AWARD

RESEARCH DOSSIER GUIDELINES FOR NOMINEES

Deadline for Dossier submission: March 31, 2020

Identification

Complete below for nominee or each member of the nominated team. The nominee (or team leader) must be a tenured (continuing) faculty member from MacEwan University (add additional lines for team members as necessary).

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<th>Name of Nominee (or Team member)</th>
<th>Faculty Appointment Date (MacEwan faculty only)</th>
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Judging Criteria

Your nomination package will be rated according to the following criteria:

A. Letters of Support (30%) – Sent directly to the Office of Research Services from referees
B. Research Dossier (70%) – To be completed by the nominee below
Research Dossier (Maximum of 3 Pages)

1. Statement of Research and Creative Accomplishment (Approximately 1 Page)

Provide a summary of your academic field(s) of interest and describe up to five of your most significant research contributions and/or creative accomplishments. Explain how these contributions have influenced others in your field and/or have impacted the understanding of the field itself. Discuss future plans for study. Statements may refer to both quantitative metrics (e.g., partnerships, grants held, service on committees or Boards, etc.), and qualitative metrics (e.g., noteworthy accomplishments, awards of recognition, quality of publications, etc.).

Identify other activities related to your area of research. This may include patents, new product development, new arts forms, citation index analysis, new software programs development, etc.

2. Knowledge Mobilization and Outreach (Approximately 1 Page)

Assess the impact of your professional knowledge transfer activities, including presenting your work to peers at conferences, publication history, citations, etc. This may include the type and size of the target audience, the importance of the venue, and acceptance/adoption of your findings.

Describe other instances where your expertise was called upon (e.g., consulting work, speaking engagements, service to the community or to government agencies, service to educational institutions, paper reviewing, editorships, community-engaged scholarship, juried exhibitions, artistic/live performances, media interactions, etc.).

Discuss the influence of your work on the community or larger society, or its potential to impact those beyond the university community. Include also impact on teaching practice and pedagogy.

3. Contributions to development of Highly Qualified Personnel (Approximately 1 Page)

Provide a summary of your philosophy in developing students and trainees as researchers and Highly Qualified Personnel. Discuss the number of trainees supervised or mentored at the undergraduate, graduate, post-doctoral, or technical level. Describe the type of training provided, skills developed, etc. Include available information on subsequent education, professional activities, and positions that the trainees attained.
**Curriculum Vitae**

Provide or attach your Curriculum Vitae (CV) to provide evidence of your past academic activity and to support comments in the previous section.

Your CV should include (but is not limited to):

A. **Research and/or Scholarly Publication History**
   1. Refereed publications
   2. Non-refereed publications and other knowledge mobilization
   3. Manuscripts (indicate if peer reviewed and number of pages of manuscript)

B. **Presentations at conferences, technical and professional meetings**
   List professional meetings and presentation/paper titles, sorted chronologically in standard bibliographic form. Indicate the presenting contributor.

C. **Research projects, grants, commissions, and contracts**
   Provide a list of research projects and grants held, with the most recent listed first. Include: date, title of project, funding agency and competition, amount of the award, your role (e.g., PI, co-applicant, collaborator, student mentor, etc.).
   You may include submitted proposals (include current stage of award process)

D. **List of professional/academic honors or awards**

*Updated February 18, 2020*