

Canada Research Chair program: Call for Letters of Intent (LOI)

11 October 2018, updated 06 November 2018

As defined in the 2015-2020 Strategic Plan, *peyak aski kikawinaw*, research “encompasses creative endeavours and other scholarly activities that foster new knowledge”.

On behalf of their Faculty or Academic Unit and in support of existing or emerging research excellence, Deans and Directors may submit up to one LOI per available Chair (or up to 3 in total). If a Faculty elects to submit more than one LOI, a ranking of the submissions shall accompany the submissions.

The sub-committee to review the LOIs shall include, at a minimum, the AVP (Research), Chair of Council Committee on Research, a representative of current (preferably outgoing) CRCs, and a representative of the Associate Deans (Research). Further, the CCR shall be queried to determine whether or not up to two additional members should be nominated to the sub-committee to provide discipline-specific expertise to deliberations.

In this call, there are three CRC allocations available based on a soon-to-be vacated Tier 1 NSERC Research Chair and two new Tier 2 allocations at the University of Regina:

Tier 1 Chair in an NSERC area of research, tenable for seven years and renewable once, are for outstanding researchers acknowledged by their peers as world leaders in their fields. For each Tier 1 Chair, the university receives \$200,000 annually for seven years.

Tier 2 Chair in a CIHR area of research, tenable for five years and renewable once, are for exceptional emerging researchers, acknowledged by their peers as having the potential to lead in their field. For each Tier 2 Chair, the university receives \$100,000 annually for five years.

Tier 2 Chair in any area of research, tenable for five years and renewable once, are for exceptional emerging researchers, acknowledged by their peers as having the potential to lead in their field. For each Tier 2 Chair, the university receives \$100,000 annually for five years. The University has a “corridor of flexibility” that allows this Chair to be directed to the most strategic field of study.

Proposals which are not successful for the Tier 1 NSERC or Tier 2 CIHR areas of research will be considered for the Tier 2 Chair in any area of research.

In preparing an LOI and identifying a key strategic focus for internal allocation of this CRC opportunity at the University of Regina, all LOIs will directly reference:

- a. Strategic Plan – including connections to Sustainability and/or Indigenization
- b. Strategic Research Plan
- c. Research Clusters

CRC allocations present an opportunity for an incremental or transformational advance and impact in subject areas in which demonstrable research expertise, capacity, and impact exist. LOIs should address connections to existing expertise and impact within the Faculty or Unit and with other Chairs, as well as the anticipated transformational and incremental impacts that a CRC allocation will leverage (e.g., potential for increased external funding, encouragement, leverage or support of others’ research and motivation for external proposals).

All LOIs that include Indigenization, reconciliation, Indigenous research approaches or related topics, must follow the tenet of “*nothing about me, without me*” and, therefore, must demonstrate that Indigenous communities’ voices, perspectives, and needs are reflected and respected within the proposed CRC theme.

Research data at the unit level (e.g., grant applications, externally funded research (\$), number of funded researchers, citation information) will be available to support LOI development and demonstrate current and potential impact of a CRC allocation.

As defined in the Research Chairs policy, LOIs are expected to identify a strategic area for establishing a Research Chair and the profile of a potential Chairholder. The following criteria should be addressed:

- (1) Rationale for the Research Chair allocation
 - a. research strengths in the proposed field
 - b. potential of attracting a high-caliber candidate
- (2) Potential impact of CRC allocation
 - a. expanding, growing, and increasing research activity and impact
 - b. expected ability to leverage additional resources, including enhancing or leveraging government and private industry funding opportunities and increasing rates of external funding success
 - c. contribution to the creation and mobilization of knowledge outreach activities and interdisciplinary collaboration, and
 - d. increasing ability to recruit and train highly qualified student researchers
- (3) Description of the research environment
 - a. existing critical mass of research or, if an emerging area, the potential for building critical mass, including closing a knowledge or skills gap in an existing high-impact research group
 - b. research environment within the academic/research unit complements the proposed CRC
- (4) Strategic Research Plan
 - a. expected impact on the research profile of the academic/research unit and the University, including substantially improving national and international reputation
 - b. demonstration of fit with the University's Strategic Research Plan, including recognition of or alignment with signature research clusters of the University. The Strategic Research Plan 2016-2021 available under Quick Links at www.uregina.ca/president/executive-team/vp-research/index.html
 - c. positioning of the University with respect to the Research Chair in the Saskatchewan / Canada context
- (5) Plan for faculty line and resources
 - a. how will the Faculty or unit address equity with the four designated groups: women, persons with a disability, Aboriginal Peoples, and visible minorities (required per CRC Secretariat)
 - b. how will the Faculty or unit assume the Chairholder's position and budgeted faculty line at the conclusion of the CRC term
 - c. what resources will the Faculty or unit commit to support the CRC's research program (e.g. lab space, graduate student allocations, start-up or research funding, travel, materials and supplies, equipment, reduced course load).

CRCs at the University of Regina are intended to target primarily external recruits. Therefore, candidates for CRC nominations are not expected to be identified and presented at the LOI stage.

The recruitment of new faculty members will be conducted in accordance with the Collective Agreement and HR policies and processes, and CRC guidelines (http://www.chairs-chaieres.gc.ca/program-programme/nomination-mise_en_candidature-eng.aspx).

Faculties and academic units may also choose to articulate the potential impact of a new CRC allocation to the Faculty or unit toward:

The LOI will not exceed 3 pages.

Submission & Review Process

- This call for LOIs will be posted on the [Research Chairs](#) webpage and an email notification sent to Deans and Directors as well as to all of campus through the [research] listserv

- Electronic submissions must be submitted to the Research Office via Michelle Beitel (Michelle.Beitel@uregina.ca) prior to 12 noon on 15 January 2019 (updated from 09 January 2019)
 - Acknowledgement of receipt of submissions will be provided
 - Submissions that do not appear to address all basic eligibility requirements will be returned to the respective dean within 24 hours for clarification and modification (as relevant); deans shall have one business day to respond
- A sub-committee including, at a minimum, the AVP (Research), Chair of Council Committee on Research, a representative of current (preferably outgoing) CRCs, and a representative of the Associate Deans (Research) will be formed to review LOIs against institutional criteria and policy
 - The CCR shall determine whether or not up to two additional members should be nominated to the sub-committee to provide discipline-specific expertise to deliberations
 - The Research Office will serve as resource to the sub-committee
 - A chair shall be selected collegially within the sub-committee membership
 - The chair will share the sub-committee's recommendations for discussion at a subsequent meeting of Deans' Council
 - Written feedback on submissions will be provided by the sub-committee to Deans' Council
- Recommendations for allocation will be presented to the VP (Research) and Provost and Vice-President (Academic) in February 2019
- The VP (Research) and Provost and Vice-President (Academic) finalize the CRC allocation(s) based on the recommendations and comments from the sub-committee by end of February 2019
- The Provost and VP (Academic) advises all Faculties/Units of allocation in mid-March 2019
- A Search Advisory Committee for the CRC is established to initiate the recruitment process such that a nomination is submitted to the CRC Secretariat prior to the October 2019 deadline
- The CRC has an anticipated decision date in April 2020
- The CRC nominee begins her/his appointment at University of Regina following successful decision from the CRC Secretariat no earlier than July 2020

[sample LOI template]

Proposed Chair Title

Letter of Intent for Canada Research Chair Tier XX

Submitted by Faculty of XXXX

January xx, 2019

(1) Rationale for the Research Chair allocation

- a. research strengths in the proposed field
- b. potential of attracting a high-caliber candidate

(2) Potential impact of CRC allocation

- a. expanding, growing, and increasing research activity and impact
- b. expected ability to leverage additional resources, including enhancing or leveraging government and private industry funding opportunities and increasing rates of external funding success
- c. contribution to the creation and mobilization of knowledge outreach activities and interdisciplinary collaboration, and
- d. increasing ability to recruit and train highly qualified student researchers

(3) Description of the research environment

- a. existing critical mass of research or, if an emerging area, the potential for building critical mass, including closing a knowledge or skills gap in an existing high-impact research group
- b. research environment within the academic/research unit complements the proposed CRC

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- b. how will the Faculty or unit assume the Chairholder's position and budgeted faculty line at the conclusion of the CRC term
- c. what resources will the Faculty or unit commit to support the CRC's research program (e.g. lab space, graduate student allocations, start-up or research funding, travel, materials and supplies, equipment, reduced course load).