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## Memo

To: Faculty Deans  
Cc: VP Academic & Provost, Associate Deans Research, Faculty Research Offices  
From: Amir Asif, Vice-President Research & Innovation  
Date: July 12, 2023  
Subject: 2023-24 York Research Chair Competition Launch

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Please be advised that Faculties are now invited to nominate York faculty members for the York Research Chair (YRC) 2023-24 competition.

Up to six centrally supported Chairs will be funded for 2024 as follows:

- Up to two Tier 1 Chairs;
- Up to two Tier 2 Chairs; and
- Up to two Early-Career Tier 2 Chairs

The distribution of these Chairs will be allocated to two streams: (i) Science, Technology, Engineering and Mathematics (STEM); and (ii) Social Science, Humanities and Arts (SSHA). To facilitate these allocations, nominees will be asked to self-select their stream for adjudication purposes, and separate STEM and SSHA review committees will be convened to undertake an evaluation of the files.

To account for career interruptions due to COVID-19, the eligibility period for Tier 2 Chairs (both regular and Early-Career) will be extended by one year. As such, nominees within 16 years of their first academic appointment (i.e., 2007 or later, excluding leaves) will be eligible for regular Tier 2 Chairs, and nominees within six years of their first academic appointment (i.e., 2017 or later, excluding leaves) will be eligible for Early-Career Tier 2 Chairs. Note that this is expected to be the final year for the COVID-19 eligibility extension, with eligibility periods expected to revert to 15 years and five years for Tier 2 and Early-Career Tier 2 Chairs, respectively, for next year's competition.

In addition, four Connected Minds YRCs will be available, which are funded through York's *Connected Minds: Neural and Machine Systems for a Healthy, Just Society* initiative and provide the same level of support as centrally supported YRCs. As



well, Faculties may also choose to create additional Faculty-based chairs (subject to Provostial approval) and propose nominees for these chairs.

All YRCs will have a start date of July 1, 2024 and a term of five years. They will be awarded competitively, based on the criteria of excellence in research and scholarship, contributions to research leadership, and a commitment to equity, diversity and inclusion (EDI) within the York community.

For centrally-supported Chairs, Faculties may submit up to two nominations – however, the Faculty of Liberal Arts & Professional Studies may submit up to four nominations. Submitted nominations may be any combination of Tier 1, Tier 2, or Early-Career Tier 2 Chairs.

For Connected Minds Chairs, the following affiliated Faculties are invited to put forward additional nominees as follows:

- |                                       |                  |
|---------------------------------------|------------------|
| • Arts, Media, Performance & Design   | up to 2 nominees |
| • Glendon                             | 1 nominee        |
| • Health                              | up to 2 nominees |
| • Lassonde School of Engineering      | up to 2 nominees |
| • Liberal Arts & Professional Studies | up to 2 nominees |
| • Science                             | up to 2 nominees |

In respect of Connected Minds nominees, please note the following:

- All nominees must be registered Connected Minds members.
- All Connected Minds nominees are required to submit an endorsement letter from the Connected Minds Leadership Committee with the Faculty Notice of Intent form.
- To assist with adjudication, the Connected Minds Leadership Committee may be asked to provide a prioritization of Connected Minds YRC nominations based on alignment with strategic Connected Minds goals.
- The Tiers for these additional nominees are not prescribed; rather, it is left to each Faculty to specify the Tier which best corresponds to the nominee they put forward.

For any nominations of cross-appointed faculty members, the non-nominating Faculty is asked to include a letter with the full nomination package which clearly outlines their support around teaching release over the term of the Chair, commensurate with the nominee's appointment in that Faculty.

All nominations must be made in accordance with Faculty nomination processes governed by all applicable Faculty policies and practices, and according to a procedure as established by the Faculty. It is minimally expected that an open call will be made, and a Faculty-level committee will review nominations and forward recommendations to the Dean, who will submit materials to VPRI on behalf of the Faculty.

It is also expected that due consideration of equity, diversity and inclusion be reflected in each Faculty's nominee selection process. In this regard, diversity across the four federally

designated groups (FDG: women, Indigenous peoples, persons with disabilities, and members of visible minorities/racialized scholars) and the 2SLGBTQ+ community should be reflected in both the membership of the Faculty selection committee and the nominees themselves. Faculties can obtain diversity information on their selection committee by requesting a Diversity Composition Report using the following link: <https://www.yorku.ca/research/project/polaris/welcome-to-york-universitys-diversity-composition-reporting-request-site/> .

Further details around equity, diversity and inclusion considerations, as well as the required submission of the list of individuals considered for nomination by the Faculty and a report describing equity practices undertaken by the Faculty in their nominee selection process, can be found in the *York Research Chairs Program Guidelines for 2023-24 Competition* document.

Note that regardless of the number of nominations received, there is no guarantee of an award to any particular Faculty.

The nomination phase of the competition involves a two-stage process:

1. A Notice of Intent (NOI) and accompanying equity, diversity and inclusion documentation, due **September 29, 2023**.

The Notice of Intent, which must be submitted by Faculties to VPRI by **September 29, 2023** (electronic copies via email to [siri@yorku.ca](mailto:siri@yorku.ca)), includes:

- A completed NOI Form, inclusive of:
  - Faculty contact, nominee, and chair information
  - 200-word summary of research accomplishments
  - Names and contact information of 4 suggested external reviewers (not in a conflict of interest)
  - Exclusion of potential reviewers (if applicable)
  - Dean's and nominee's signatures
  - Provost's signature for Faculty-based chairs (if applicable)
- Endorsement letter from Connected Minds Leadership Council (if applicable)

In addition, each Faculty must submit their equity, diversity and inclusion documentation by **September 29, 2023**, which includes:

- The list of individuals considered for nomination by the Faculty.
- A report describing how considerations around equity, diversity and inclusion were integrated into the Faculty's nominee selection process. See the *York Research Chairs Program Guidelines for 2023-24 Competition* for details.

2. A full nomination package, due **December 1, 2023**.

Full nomination packages must be submitted by Faculties to VPRI by **December 1, 2023** (electronic copies via email to [siri@yorku.ca](mailto:siri@yorku.ca)):

- Signed ORS Checklist (as separate pdf document)
- Letter from non-nominating Faculty outlining teaching release supports (for cross-appointed nominees)

- A completed Nomination Form, inclusive of signatures, with attachments in one PDF document, in the following order:
  - Description of the proposed research program
  - Description of nominee’s expected contributions to research leadership at York
  - Curated CV (see instructions in the full application form)
- Equity, Diversity and Inclusion Action Plan (as separate pdf document)

Full nomination packages will be sent by VPRI to external reviewers in early December. Following receipt of external reviews, the STEM and SSHA Strategic Project and Opportunity Review Team (SPORT) committees will each review nomination files accordingly.

Adjudication summaries from the SPORT committees will then be presented to the Research Chair Advisory Committee (comprised of the Vice-President Academic & Provost, the Vice-President Research & Innovation, the Affirmative Action Officer, the AVP Research, the AVP Graduate, a CRC Tier 1 representative, a CRC Tier 2 representative, and the Chair of APPRC), which will undertake a ranking of the nominations and make recommendations for approval by the President.

Competition results are expected to be announced in spring 2024, after which external reviews and committee feedback will be provided to all nominees and their Faculties.

York University is an Affirmative Action employer and strongly values diversity, including gender and sexual diversity, within its community. The YRC program actively seeks nominees with diverse backgrounds and especially encourages candidates in equity, diversity and inclusion categories. As well, the Chair selection process considers the potential impact that [career interruptions](#) can have on a nominee’s record of research achievement.

For further information, please contact:

Abby Vogus  
 SIRI Specialist  
 Email: [avogus@yorku.ca](mailto:avogus@yorku.ca)

The **timeline** for the 2023-24 York Research Chairs competition is as follows:

DATE	MILESTONE
September 29, 2023	Faculties to submit NOIs to VPRI
December 1, 2023	Full nomination files due to VPRI
Early December 2023	Files sent for external review
February – March 2024	SPORT Review
April 2024	Research Chair Advisory Committee Review
May 2024	Presidential approval of York Research Chairs
June 2024	Notification sent to nominees
July 1, 2024	York Research Chair appointments begin