INSTITUTIONAL REPORT - CANADA RESEARCH CHAIRS PROGRAM

IMPORTANCE OF COLLECTING PERFORMANCE DATA

Thank you for taking the time to complete this report. Support provided by the Canada Research Chairs Program (CRCP) is an investment of public funds. The program's accountability responsibilities for the use of award funds include reporting to the Government of Canada and program stakeholders, including Canadians, about who receives support and how funds are used to meet the program's objectives. To help ensure accountability, award recipients must report on progress annually, and are expected to publicly acknowledge their award funding to bring awareness to the value and impact of the program as part of the Canadian and international research enterprise. The information provided in this form will be aggregated to generate performance information on the program. Recipients are responsible for maintaining their eligibility and expending funds in accordance with program guidelines. For the program to collect data for its evaluation and performance management activities, institutions are required to provide reports on the deployment and management of the Canada Research Chairholders (CRCs) as stipulated by the program.
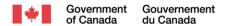
Should you have any questions about the information you are being asked to provide, contact the program at information@chairs-chaires.gc.ca. If you require technical support, contact our helpdesk at 613-995-4273 or websupport@chairs-chaires.gc.ca.

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PRIVACY NOTICE STATEMENT

The Tri-agency Institutional Programs Secretariat (TIPS), which is housed within the Social Sciences and Humanities Research Council (SSHRC), is responsible for the day-to-day administration of the following tri-agency programs: Canada Research Chairs Program, Canada Excellence Research Chairs Program, Canada 150 Research Chairs Program, Canada First Research Excellence Fund, Research Support Fund, New Frontiers in Research Fund and Canada Biomedical Research Fund. TIPS is strongly committed to the protection of all personal information collected and used in the operation and management of its activities.

The personal information is collected under the respective authority of section 4(2)(a) of the *Natural Sciences and Engineering Research Council Act*, section 4(2)(a) of the *Social Sciences and Humanities Research Council Act*, and sections 4, 5 and 26 of the *Canadian Institutes of Health Research Act*, depending on the program under which you were awarded funding.

Your data will be collected, used, disclosed and retained in accordance with the *Privacy Act*. It may be used for the purposes of program operations (including recruitment for merit review processes, where applicable), planning, performance measurement and monitoring, evaluation, and audits, and in aggregate form to report to the government or to the public. Self-identification statistics will always be reported in aggregate form, to ensure protection of the identity of any individual.

TIPS also shares aggregated self-identification data with host institutions to allow them to monitor their efforts in meeting their equity targets for the Canada Research Chairs Program. While TIPS never shares self-identification data specific to an individual, it is possible that some institutions may be able to identify some individuals' personal information when the aggregated data shared is for fewer than five chairholders.

TIPS shares data with only one key administrative contact per institution, identified by the institution as having the authority to receive the data, under very strict confidentiality requirements. No data on sexual orientation nor the subcategories of racialized individuals and persons with disabilities is shared with institutions.

Failure to submit the institutional annual report may result in funding being held back until the completed report is received by TIPS.

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For more information, refer to SSHRC PPU 016, described in SSHRC's Info Source.

If you have any questions or concerns on the annual progress report, contact TIPS at information@chairs-chaires.gc.ca.

For more information about your rights under the *Privacy Act*, or our privacy practices, or to **access or correct** your personal information, contact SSHRC's (and TIPS') ATIP Coordinator.

If you believe your personal information has been mishandled, or have concerns about SSHRC's privacy practices, you have the right to file a **complaint** with the Office of the Privacy Commissioner.

Third-party hosting: The institutional annual report is hosted on the platform of a third party, Voxco. The servers are located in Canada and, therefore, the data is hosted in this country.

Note:
- By submitting your information, you are confirming that you have read and understood the Privacy Notice Statement outlined above and have provided your personal information in accordance with it.
- Personal information of a third party should not be disclosed in this report without their consent.

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CONTACT INFORMATION

Name of institution:	[text response]
Last name:	[text response]
First name:	[text response]
Title or position:	[text response]
Office or department:	[text response]
Telephone:	[text response]
Fax:	[text response] [optional]
Email:	[email]

REPORTING PERIOD

The reporting period is provided by the program by email.

NOTE: Personal information of a third party should not be disclosed in the report without their consent.

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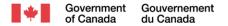
PROGRAM MONITORING

The CRCP stands at the centre of a national strategy to make Canada one of the world's top countries in research and development. It allocates 2,285 research chair positions and invests approximately $311 million per year to attract and retain a diverse cadre of world-class researchers, to reinforce academic research and training excellence in Canadian postsecondary institutions.

The *Chairs Administration Guide* outlines the terms and conditions institutions must follow in administering Canada Research Chair awards.

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The institution must submit the report to provide an update on progress made toward meeting the objectives of the program through its administration of its allocation of Canada Research Chairs.

The institution is responsible for ensuring that their chairholders meet the program's reporting requirements.

1. ATTRACTION AND RETENTION

The CRCP supports the attraction and retention of a diverse cadre of world-class researchers to Canada. TIPS defines world-class researchers as outstanding and innovative researchers whose accomplishments have made, or have the potential to make, a major impact in their fields.

1. a) Using the scale provided, rate how important the CRCP funding and the Canada Foundation for Innovation (CFI) infrastructure support were for your institution's ability to **attract** a diverse cadre of world-class researchers from **within** Canada.

	Not important	Somewhat important	Important	Very important	Do not know	Not applicable
	(1)	(2)	(3)	(4)	(99)	(99)
Attraction from **within** Canada to your institution						

1. b) Explain your rating.
In addition, if you provided a rating of "Important" or "Very Important", provide one or two examples that demonstrate the way in which the CRCP played a key role in attracting outstanding researchers from **within** Canada to your institution during the reporting period.

(Maximum 2,000 characters)

1. c) Using the scale provided, rate how important the CRCP funding and the CFI infrastructure support was for your institution's ability to **attract** a diverse cadre of world-class researchers from **outside** Canada.

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	Not important	Somewhat important	Important	Very important	Do not know	Not applicable
	(1)	(2)	(3)	(4)	(99)	(99)
Attraction from **outside** Canada						

1. d) Explain your rating.
In addition, if you provided a rating of "Important" or "Very Important", provide one or two examples that demonstrate the way in which the CRCP played a key role in attracting outstanding researchers from **outside** Canada to your institution during the reporting period.

(Maximum 2,000 character)

1. e) What are the challenges in recruiting researchers from **outside of Canada** and how does your institution address them?

(Maximum 2,000 characters.)

1. f) How important was the CRCP and the CFI infrastructure support to your institution's ability to **retain** a diverse cadre of world-class researchers at your institution?

	Not important	Somewhat important	Important	Very important	Do not know	Not applicable
	(1)	(2)	(3)	(4)	(99)	(99)
Institution's ability to retain CRCs at your institution						

1. g) Explain your rating.
In addition, if you provided a rating of "Important" or "Very Important" also provide one or two examples that demonstrate the way in which the CRCP played a key role in retaining researchers at your institution during the reporting period.
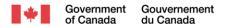
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> (Maximum 2,000 characters)

2. IMPACT ON RESEARCH CAPACITY

Chairholders aim to achieve research excellence in engineering and the natural sciences, health sciences, humanities, and the social sciences. They improve our depth of knowledge and quality of life and strengthen Canada's international competitiveness.

2. a) Select the types of outcomes resulting from the research being conducted by the chairholders at your institution. (Select all that apply.)

- ☐ Artistic outcomes
- ☐ Contribution to Truth and Reconciliation
- ☐ Critical knowledge
- ☐ Cultural outcomes
- ☐ Economic outcomes, including enhanced commercialization
- ☐ Equity, diversity, and inclusion
- ☐ Environmental outcomes
- ☐ Health outcomes
- ☐ Industry outcomes
- ☐ Legal outcomes
- ☐ New or enhanced collaborations/partnerships
- ☐ Patents
- ☐ Policy
- ☐ Professional practice
- ☐ Public discourse
- ☐ Quality of life/well-being
- ☐ Scientific outcomes
- ☐ Social outcomes
- ☐ Techniques, methodology or equipment
- ☐ Technological outcomes
- ☐ Training and skills development
- ☐ Other (explain in box below)

(Maximum 2,000 characters)

2. b) Using the scale provided, rate the CRCP's impact and the CFI infrastructure support at your institution in terms of its research **CAPACITY,** with a particular focus on the reporting period.

	No impact	To a small extent	To a good extent	To a great extent	Do not know
	(1)	(2)	(3)	(4)	(99)
2.b.1 The ability of your institution to attract highly qualified personnel (HQP)					
2.b.2 The ability of your institution to fund students					
2.b.3 The ability of your institution to train HQP					
2.b.4 The ability to increase the number of research collaborations at your institution					
2.b.5 The opportunities to conduct research at your institution					
2.b.6 The ability to develop one or more research programs					
2.b.7 The overall quality of the research conducted at your institution					

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2.b.8 Your institution's capacity to produce new research knowledge				
2.b.9 The use of research results at your institution				

2. c) [If answer is "No impact," the following question will appear for each of the sub-questions.]

Explain your response to the previous question.

(Maximum 2,000 characters)

3. EQUITY, DIVERSITY, AND INCLUSION

Research demonstrates that achieving an equitable, diverse, and inclusive work environment leads to increased excellence, innovation, and impact. A diversity of experiences, perspectives and voices is fundamental to achieving excellent research.

3. a) Using the scale below and to the best of your knowledge, rate to what extent the chairholders at your institution currently consider equity, diversity and inclusion (**EDI) in their research practice** (i.e., in ensuring diversity in the representation and management of their teams and a safe and inclusive environment for all members).

Not at all: No EDI practices are being implemented
To a small extent: On average, EDI best practices are minimally being taken into consideration in research practice
To a good extent: On average, EDI best practices are moderately being taken into consideration in research practice
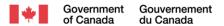**To a great extent**: On average, EDI best practices are significantly taken into consideration in research practice
Do not know: Difficult to assess

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	Not at all	To a small extent	To a good extent	To a great extent	Do not know
	(1)	(2)	(3)	(4)	(99)
To what extent are chairholders at your institution currently taking EDI into consideration in their research practice?					

3. b) What tools or resources do you consider necessary to further support chairholders in considering EDI in their research practice?

(Maximum 1,000 characters)

3. c) To the best of your knowledge, to what extent are the chairholders at your institution currently considering **EDI in their research design** (i.e., in the methods, analysis and interpretation, and/or dissemination of research findings that promote rigorous research and consider identity factors; ensuring the results are impactful and relevant to the diverse Canadian population).

	Not at all	To a small extent	To a good extent	To a great extent	Do not know
	(1)	(2)	(3)	(4)	(99)
To what extent are chairholders at your institution currently taking EDI into consideration in their research design?					

3. d) What tools or resources do you consider necessary to further support chairholders in considering EDI best practices in their research design?

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(Maximum 1,000 characters.)

4. STRATEGIC USE OF RESOURCES

One of the CRCP's expected results is to make the best possible use of research resources through institutional strategic planning.

4. a) Using the scale provided, rate to what extent the decisions on the allocation of CRC awards within the institution are made according to your institution's CRCP strategic research plan.

	Not at all	To a small extent	To a good extent	To a great extent	Do not know
	(1)	(2)	(3)	(4)	(99)
Decisions on the allocation of CRC awards are made according to the institution's CRCP strategic research plan					

4. b) Explain your rating.

(Maximum 1,000 characters.)

4. c) In the last year, what efforts has your institution made to develop the priority areas of research defined in your CRCP strategic research plan?

(Maximum 2,000 characters)

5. INSTITUTIONAL SUPPORT AND PROTECTED TIME FOR RESEARCH

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As an evaluation criterion of the program, institutions must demonstrate that they will provide chairholders with the support they need to ensure the success of their work, such as protected time for research (e.g., release from certain teaching or administrative duties), mentoring (if applicable), additional research funds, office space, administrative support, and hiring of other faculty members.

5. a) Protected time for research is an important component of a research chair as it provides the individual with specific time to focus on their research program. Does your institution provide protected time for research to its chairholders? Protected time can include teaching release, release from service expectations, release from administrative duties, and/or increased administrative support).

- ☐ Yes
- ☐ No [if selected go to section 6.]
- ☐ Do not know [if selected go to section 6.]

5. b) If yes, select whichever applies:

- ☐ It is negotiated by each chairholder
- ☐ There is an institution-wide policy that applies to all chairholders
- ☐ It is decided at the faculty/department level and is not negotiated by the chairholder
- ☐ Other (specify in box below – Maximum 1000 characters)

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6. OTHER COMMENTS AND/OR SUGGESTIONS

6. a) Use this section to describe any research successes that have resulted this year due to the CRCP.

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(Maximum 2,000 characters)

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6. b) Use this section to describe any problems or challenges you have experienced this year with the CRCP. Include any suggestions you may have for improvements or changes to the program.

(Maximum 2,000 characters)

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