

OVERVIEW OF THE QUEEN'S NATIONAL SCHOLAR PROGRAM (2019-2020)

The Queen's National Scholar (QNS) program was first established in 1985, with the objective to "enrich teaching and research in newly developing fields of knowledge as well as traditional disciplines." Since then, over 100 QNS appointments have been made in a wide variety of disciplines, and the appellation of Queen's National Scholar has become synonymous with academic excellence.

Those appointed under the QNS program will have clearly demonstrated the following three attributes:

- 1) excellence in providing **rich and rewarding learning experiences** to students;
- 2) excellence in developing **innovative, collaborative or interdisciplinary research programs** that align with Queen's priorities; and
- 3) a commitment to the **principles of equity, diversity, and inclusion**.

Appointments will be at the rank of Assistant or Associate Professor, either tenure-track or with tenure, depending on level of experience.

PROCESS

The QNS program has a two-stage process. In the first stage, an invitation to submit Expressions of Interest (EOIs) is extended to all Faculties and Schools within Queen's. The QNS Advisory Committee reviews these EOIs, and selects a subset to advance to the second stage. As modified in 2018, the number of EOIs selected to advance to the second stage will not exceed the number of QNS appointments possible.

At the second stage, those responsible for each successful EOI are invited to prepare and submit a full proposal. Each full proposal nominates ONE individual to be appointed. The adjudication committee will review each QNS proposal file as it becomes available, to assess: 1) whether the nominee has demonstrated the three attributes expected of a Queen's National Scholar (as identified above); 2) whether the nominee's teaching and research interests are well aligned with the focus of the EOI; and 3) whether the recruitment and selection processes exhibited a robust commitment to employment equity. If the adjudication committee is satisfied that all of these requirements have been met, it will make a recommendation to the Principal that the nominee be offered an appointment as a QNS.

Appointments are subject to review and final approval by the Principal.

ELIGIBILITY

The objective of the QNS program is to renew and refresh the faculty complement at Queen's with candidates of the highest quality. Attracting candidates who would add to the diversity and strength of the institution, develop partnerships within and external to their units, and align with institutional priorities is an intrinsic objective of the QNS selection process. Candidates holding an existing tenure-track or continuing-adjunct appointment at Queen's will not be considered.

PART 1: EXPRESSION OF INTEREST

The Expression of Interest is comprised of three sections, including 1) General Information and Summary; 2) Decanal endorsement; 3) the Proposal.

General Information and Summary

This section should be no more than one page and should include the following:

- A list of all those who were centrally involved in the development of the proposal. The list should indicate their Faculty affiliation(s) and/or Department affiliation(s).
- The name and contact information of the individual taking primary responsibility for the QNS EOI. Any correspondence with respect to the QNS EOI will be directed to this individual and also to the relevant Faculty Dean(s).
- A summary of the proposed QNS appointment that makes reference to, among other things:
 - the field(s) of the proposed appointment
 - the expected impact of the appointment with respect to the field(s), as well as for collaboration with, and benefits to, any other departments, schools, or faculties
 - A statement indicating how the proposed appointment will contribute to social diversity, diversification of research, or educational equity

Decanal Endorsement

This section is the responsibility of the Faculty Dean(s) whose faculty members developed the proposal, should be no more than one page, and should include the following:

- A signed statement of support from the Dean(s) for the proposal, including a brief description of how the proposed QNS adds value to and/or aligns with the strategic priorities of the Faculty/Faculties and the university.

- A commitment to fund any costs associated with the appointment beyond the annual allocation of \$100,000 that are incurred during the first five years of the appointment.
- A commitment to fund all costs associated with the appointment that are incurred after the first five years of the appointment.

The Proposal

This section should be no more than *four* pages and should include consideration of the following topics:

1. Relationship of the proposed QNS's field(s) of teaching and research to institutional priorities.
 - Explain the connections between the field(s) and the strategic priorities identified in the affiliated departments' plans and the faculty plans. There should be clear strategic justification for why this area of research is important to Queen's, and its proposed contribution and impact.
 - Where appropriate, cross-disciplinary and/or cross-departmental collaboration is strongly encouraged.

2. Existing strengths in the proposed QNS's field(s) of teaching and research, or, in the case of emerging fields, in related fields of research and teaching.
 - Describe how the field has been developed or is emerging at the university over the past five years through, for example, numbers, trends, and growth in:
 - faculty recruitment
 - investments in space, infrastructure, labs, libraries, databases
 - new graduate and undergraduate programs and courses
 - Outline the resulting current strengths in the field(s), or related fields, as evidenced by, for example, numbers and trends related to:
 - students in new undergraduate programs and course based graduate programs
 - graduate students in research based graduate programs
 - external research support
 - collaboration in national and international teaching or research initiatives

3. The contributions of the proposed QNS to the emergence or further development of the field(s).

- Outline the expectations of the proposed QNS, for example with respect to:
 - undergraduate instruction
 - graduate instruction and supervision
 - research funding and publications
 - Explain how the proposed QNS, by meeting these expectations, will:
 - contribute to, and deepen, current or emerging strengths in the field, or related fields
 - broaden or expand those current strengths
 - support innovative, interdisciplinary, and collaborative approaches to teaching and research.
4. A statement indicating how the proposed appointment will contribute to social diversity, diversification of research, or educational equity.
 5. Letters of support are not required for the EOI submission, but if appropriate will be accepted up to a maximum of two, which may originate from either internal or external sources.
 6. In order to facilitate prompt advertising should the EOI be successful, it is strongly recommended that draft advertisements be submitted along with the submission of the EOI. Note that for QNS appointments, a complete application should include a statement of experience in, and commitment to, facilitation and promotion of equity, diversity, and inclusion.

Applications from all qualified individuals are welcome. Queen's university is committed to employment equity and diversity in the workplace and encourages applications from equity-seeking groups including women, visible minorities, Aboriginal people, persons with disabilities, and persons of any sexual orientation or gender identity. Deans and Department Heads are expected to employ robust equity hiring practices, and to actively seek applications through venues intended to reach candidates from equity seeking groups.

Nominees will not be considered unless their applications have been reviewed in accordance with established Faculty and Departmental appointments procedures, and in accordance with the Collective Agreement or the relevant Senate documents. The Chair of the Departmental Appointments Committee is responsible for ensuring that robust equity practices have been used throughout the recruitment process. Consulting with the Equity Office in advance of advertising is strongly recommended.

PART 2: FULL PROPOSAL

Should the Expression of Interest be selected to advance to the second stage, and full proposal will be invited. Full proposals should include, at a minimum, the following documentation:

- I. From the nominee:
 - a curriculum vitae which includes a comprehensive list of publications, awards and grants received;
 - a statement of current and prospective research interests, and a statement regarding teaching experience and interests together with a teaching portfolio;
 - a statement of experience with, and commitment to, facilitation and promotion of equity, diversity, and inclusion;
 - a minimum of three letters of reference, preferably from more than one university or other appropriate institutions; at least one letter must be at arm's length. Reference letters should be dated, and include the referee's name, position, department, institution, email address and telephone number, the name of the nominee, and the period of time and the capacity in which the referee has known the nominee;
 - any other materials which may be useful to the Advisory Committee in evaluating the nominee.

- II. A report from the Department's appointment committee and the relevant Head(s) and/or Dean(s), outlining the strengths and weaknesses of the candidate, and the alignment between the candidate's teaching and research interests and the area of focus of the proposal.
 - Departments are asked to explain how they plan to assist and support the candidate in developing their scholarly and research careers in terms of mentoring, teaching release, and research support.
 - It is the responsibility of the Departments, Faculties and Schools to provide sufficient documentation to demonstrate to the Advisory Committee that the candidate possesses the three attributes expected of a QNS.

- III. All nominations for QNS candidates must be accompanied by a completed and signed Appointments Committee Equity Checklist. Also, the full proposal requires a detailed report of the efforts made to support the university's equity goals, including efforts made to attract a diverse pool of candidates and to mitigate unconscious bias in the selection process.

- IV. Full proposals should be sent to the Office of the Vice-Principal (Research), care of kelly.blair-matuk@queensu.ca.

- V. The QNS co-chairs reserve the right to rescind the offer of a QNS from a hiring department should the search be unsuccessful over a 12 month cycle.