

BD Biosciences postdoctoral research award adjudication process

Eligibility: Nominees are postdoctoral researchers in the laboratory of a principal investigator with an appointment in the Department of Immunology, University of Toronto. Post doctoral researcher includes postdoctoral fellows and research associates and *normally* within the first 7 years of their postdoctoral training (with exceptions for leaves of absence or career interruptions or other exceptional circumstances as explained in the nomination letter).

Nomination materials: The nomination materials consist of a detailed nomination letter, usually from the principal investigator of the lab in which the nominee works. The nomination letter should outline the specific contributions of the nominee to the research and their impact on the scientific output. In addition, a CV is requested outlining the educational and career history of the nominee, honors and awards, funding, publications, invited talks, conference presentations, and intellectual property. If the nominee is more than 7 years past Ph.D., the nomination letter should explain the circumstances why they believe this candidate should be considered.

Evaluation committee: The evaluation committee normally consists of the two associate chairs post-doctoral (currently Drs. Tania Watts and Sarah Crome) and the department of Immunology chair, currently Dr. Jennifer Gommerman. In the event of a conflict of interest, where a member of the committee has nominated a candidate, an alternate committee member will be recruited from the department of Immunology faculty and the member in conflict is excused from the committee.

Evaluation rubric: This award is primarily a research excellence award. The committee members evaluate the nomination letters and CVs of all candidates through the lens of research excellence and are asked to place candidates in a rank order. The ranking is based on integrating the following factors:

- The novelty and significance of the body of research contributed by the nominee
- The specific impact of the nominee in driving the research forward
- The quality of the research, including publications and preprints arising from the research
- Research leadership, such as through mentoring trainees to achieve research goals
- Evidence that the candidate has presented the work nationally and internationally

Other criteria that can also be taken into consideration:

- Fellowships and other awards or funding obtained directly by the nominee
- Intellectual property
- Leadership in the broader department
- Other contributions to research such as creation of datasets, resources, communication, community engagement and broader implications of the research

Decision process:

The 3 committee members each review the candidates independently. The chair of the committee then adds up the scores of each candidate to obtain the overall ranking. Usually this results in a clear winner. In the event of a tie, a meeting may be held to discuss in more detail and/ or a 4th committee member may be added to rank the top scoring candidates.