

Research St. Joseph's – Hamilton (RSJ-H)		Pages 1 of 2	Number 017-RSJ-H
Policy Title Research Space for Professors Emeriti		Date 01 February 2016	
Supersedes New Policy	Cross Reference	Issuing Authority RSJ-H Scientific Director	
<input checked="" type="checkbox"/> Charlton Campus	<input checked="" type="checkbox"/> West 5th Campus	<input checked="" type="checkbox"/> King Campus	

Position responsible for developing and maintaining the policy: RSJ-H Scientific Director

1.0. INTRODUCTION

All research space is a Hospital resource. If a researcher, who has become a Professor Emeritus, wishes to continue to engage in research and requires hospital space, and assuming the individual's academic Chair and Hospital Department Chief and Research Lead are in agreement, the researcher can apply to the Hospital (Vice President Research, St. Joseph's Health System and Scientific Director, Research St. Joseph's – Hamilton (RSJ-H) for research space).

Excellence and available operational support (funds) are the primary criterion when assigning space or other resources to investigators at St. Joseph's Healthcare Hamilton. St. Joseph's Healthcare Hamilton (SJHH) and Research St. Joseph's - Hamilton (RSJ-H) priorities are also factored into the process.

2.0. ADJUDICATING SPACE / RESOURCES

The following factors will also be considered when adjudicating space/resources for Professors Emeriti:

- The needs of active faculty will have priority over those of retired faculty;
- Peer review grants held;
- Recent productivity, primarily as evidenced by publication in peer reviewed journals;
- Number of graduate students (to be determined by McMaster University Graduate Office) and staff;
- Other research revenue streams.

3.0. APPLICATIONS

Applications from Professors Emeriti to continue to hold research space at St. Joseph's Healthcare Hamilton should be submitted in advance of the expected retirement date to the Scientific Director and is accompanied by:

- A document outlining request for space and current research funding;
- Current Common Curriculum Vitae prepared to Research St. Joseph's – Hamilton guidelines;
- 3 most recent publications;
- Confidential letters from:

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- Academic Department Chair
- Hospital Chief
- Research Lead at SJHH

Documents should indicate whether or not they support the request and the grounds for their support.

4.0. REQUIREMENTS

Professors Emeriti should be aware of the following:

- Researcher may potentially be required to relinquish existing research and office space on becoming a Professor Emeritus of the University.
- The Hospital will review the application for research and office space annually with McMaster and assign space accordingly.
- Only in exceptional circumstances will the space allocation increase.
- Professors Emeriti may have to enter into agreements with colleagues/collaborators to share their space if shared projects are the primary activity.
- Professors Emeriti at RSJ-H must have proposals (grants-in-aid) and contracts approved by the Scientific Director, RSJ-H in advance of submission. This applies also to proposals that will be submitted through McMaster University (e.g. CIHR grants), since McMaster has no jurisdiction over space allocation at St. Joseph's Healthcare Hamilton.

5.0. ALLOCATION DECISIONS

Recommendations to the Hospital regarding the allocation of research space to Professors Emeriti will be made by the Research Governance Committee. The allocation of space/resources for Professors Emeriti will be reviewed on an annual basis in collaboration with McMaster University.