

Research St. Joseph's – Hamilton (RSJ-H)		Pages 1 of 2	Number 017-RSJ-H
Policy Title 017-RSJ-H - Research Space for Professors Emeriti		Date 13 November 2024	
Supersedes 01 February 2016	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 St. Joseph's Healthcare Hamilton (SJHH) and RSJ-H resource. If a researcher, who has become a Professor Emeritus, wishes to continue to engage in research and requires space, and assuming the individual's Department Chief and Scientific Director are in agreement, the researcher can apply to RSJ-H for space.

Excellence and available operational support (funds) are the primary criterion when assigning space or other resources to investigators at SJHH. SJHH and 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.
- Sponsored research activity.
- Recent productivity, primarily as evidenced by publication in peer reviewed journals, invention disclosures or commercialization activity.
- 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 SJHH/RSJH 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 RSJ-H guidelines.
- 3 most recent publications.
- Confidential letters from:
 - Academic Department Chair
 - Department Chief

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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:

- Researchers may potentially be required to relinquish existing research and office space on becoming a Professor Emeritus of the University.
- RSJ-H will review the application for research and office space annually 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 SJHH.

5.0. ALLOCATION DECISIONS

Recommendations to the Scientific Director 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.