



CANADA RESEARCH CHAIR – CHAIRSLOT RETENTION FORM

In every case of a CRC being vacated (due to an unsuccessful nomination, the end of a second term, or a retirement or other departure from the University), the academic division must request that the Chair be returned to it for the purposes of a new nomination. The VPRI will either grant the request or refuse it in order to address an overall adjustment to the University’s allocation or an imbalance in the internal distribution.

Faculty: _____ U of T Chairslot number: _____

Type of proposed nomination: Internal External

If the plan is to use the chairslot for an internal recruitment, please provide a rationale:

Are you requesting the use of a flexmove: No Yes
If yes, type of flexmove: change in Tier change in Council

Proposed CRC nomination submission date: _____

Academic Unit (if applicable) & area of research that will appear in the posting: _____

When defining the targeted field of research, please consider CRC’s interest in drawing a diverse pool of candidates; outlining a broader field of research is more likely to attract a diverse pool.

Name of person leading candidate selection committee: _____

By the signing the form, the Division confirms that, if this request is approved, the selection process will follow the [CRC requirements for recruitment and nomination](#) and will conform to program requirements for equity, diversity, and inclusion, including, but not limited to, the following:

- proactive efforts to recruit a diverse pool of applicants
- the designation of an equity advisor with the knowledge and authority to ensure the selection process is transparent and equitable
- the assembling of a selection committee that is diverse in its membership
- the completion of unconscious bias education by all members of the selection committee

Name & Title of Divisional Signature

Approved by Leah Cowen, Vice-President, Research & Innovation, and Strategic Initiatives

Date approved: _____

*Chairslot Retention forms should be addressed to: **Jenny Korolik** jenny.korolik@utoronto.ca ; 416-946-7106
The signed copy of this form may be forwarded as a PDF to the email address above, or delivered to Research Services.
Version updated January 4, 2022.*