



## Engineering Life Event Fund (ELEF)

From time to time, faculty members may find it necessary to take a leave from their academic positions for some time. Reasons could include, but are not limited to, poor health, pregnancy and parenting, family care, or a similar life event. These events can have a negative impact on the progression of a faculty member's scholarship and career.

In recognition of this concern, the Faculty of Engineering has established a mechanism that partially addresses this matter. Faculty members can apply for support from the Engineering Life Event Fund (ELEF), particularly to hire a post-doctoral fellow or research associate to assist that faculty member's scholarship during the period of the leave. At present, the fund is able to support roughly three recipients per year, but this number can change as fiscal constraints tighten or loosen.

The following conditions apply to the ELEF:

1. Applicants will be eligible for a leave from the University in order to qualify;
2. The faculty member is tenured or has a tenure-track appointment at the time of the application and has been employed at McMaster in the position for at least one year;
3. The research to be performed during the leave is externally funded;
4. A successful recipient will be expected to return to McMaster University's Faculty of Engineering for a least one year following the leave;
5. Support from the fund will be provided for a maximum period of one year at a time, renewable for an additional year under exceptional circumstances; and
6. Completed applications will typically be submitted in advance of the leave.

Applications should be routed through the faculty member's Department Chair and submitted to the Dean by that Chair. A complete application will include: (i) a cover letter that indicates the reason for the leave, the scholarship that will be continued, and its funding source, (ii) a supporting letter from the Department Chair, and (iii) a current resume that specifically highlights the faculty member's contributions to scholarship and student mentorship over the past three years.

The Associate Dean (Research and External Relations) and Associate Dean (Graduate Studies) will review these applications on the basis of need and the quality of the applicant's scholarship over the past three years, and make a recommendation to the Dean who will make a decision. The Dean's decision will be communicated to the applicant and Department Chair.

If current and previous ELEF recipients are so inclined, they are encouraged to use the following verbiage in papers that are produced as a result of ELEF support: "The authors acknowledge the support of the McMaster University Engineering Life Event Fund."

Approved by Faculty of Engineering: February 11, 2016