

## DEPARTMENT OF CINEMA & MEDIA ARTS

### **Research Release Program**

(As per Article 18.15 of the 2015-18 YUFA Collective Agreement)

#### Procedures

As per 18.15 of the YUFA Collective Agreement, a research-based teaching load reduction will be granted to all faculty members in the professorial stream in the Department of Cinema and Media Arts who are actively involved in a regular pattern of research/scholarly/creative activity. The purpose of this program is to support research by providing a 0.5 FCE release from teaching to research-active faculty. Faculty members who already have a research-related teaching offload do not qualify for this release. Faculty who already have an offload and where a 0.5 FCE reduction would bring them below a 1.0 FCE do not qualify for this release. In determining whether a faculty member is “research active,” the department recognizes past, ongoing, and planned research activities.

#### Application Process

Individual faculty members who wish to be considered for this reduction will send an application to the Executive Committee of the Department of Cinema and Media Arts providing indications or evidence of such activity, recent, current or planned for the future.

In order to provide a clear indication of a pattern of recent and ongoing research, the application will include a one-page CV that indicates relevant research activities for the last three years and a one-page statement demonstrating significant engagement in research over the previous three years and/or evidence of ongoing and upcoming research presentations or projects.

Review of applications for the 0.5 course reduction will be the responsibility of the Cinema and Media Arts Executive Committee, consisting of the Chair, Area Coordinators from all three areas – Production, Screenwriting and Cinema and Media Studies - and the MA and MFA Graduate Program Directors, and will be conducted in a transparent and clear manner. The parameters applied by the committee will be consistent with criteria for membership in the Faculty of Graduate Studies. When evaluating the record of research achievement the Executive Committee will ensure that a faculty member’s research activity is recognized in a manner consistent with the normal practices of the faculty member’s field of research. Recognizing the diverse approaches to research in the disciplines of Cinema and Media Arts it is essential that criteria applied to adjudication acknowledge research activity that may be considered interdisciplinary and non-normative.

In determining whether a faculty member is “research active,” the Department of Cinema and Media Arts Executive Committee will recognize past, ongoing, and planned research activities, while acknowledging that patterns of intensity for individual faculty may vary for numerous reasons, both personal and professional.

As per 18.15 (e), research indicators include:

- i) Dissemination of research in the form of peer reviewed (or critically reviewed) publications and/or creative or scholarly activities; (ii) applications for external grants as well as external grants awarded (it is understood there are disciplinary differences and fluctuations in the role and availability of external grants); and (iii) evidence of on-going research activity that is reasonably expected to result in the dissemination of research outcomes/scholarly/creative activity as in (i) above.

A more detailed description of research indicators in the Department of Cinema and Media Studies is outlined below.

In addition, it is the responsibility of our faculty to facilitate future scholarly discourse in our field through mentoring future scholars that are contributing to the research culture and activity crucial to York’s reputation. Acknowledging the role of graduate supervision in facilitating and maintaining a lively research culture, the Department of Cinema and Media Arts considers a significant level of graduate supervision (defined below), to be an appropriate indicator of research activity.

In the process of adjudicating submissions, the Department of Cinema and Media Arts Executive Committee will consider issues of equity as well as any factors that may mitigate research activity, including but not limited to medical related leave, parental leave, elder care leave, etc. Given the nature of service commitments in our department, service contributions that are above normal will also be considered.

#### Adjudication Criteria and Process

For some faculty members a research release may be granted on the basis of a recent record of research achievement, for others it may entail evidence of current and ongoing research activities, for others it may involve external funding and, finally, for others it may entail a combination of the above. Every effort will be made to ensure that research activity will be recognized in a way that is appropriate to the norms and practices of the faculty member’s area of work and expertise. While criteria for research activity will fall within generally accepted disciplinary norms, criteria also include research activity that may be heterodox, interdisciplinary, or non-normative given the diverse critical perspectives of faculty within the unit. Attention will be given to equity issues.

Following Article 18.15 (e), research indicators include activities in the following categories:

- (i) Dissemination of research in the form of peer-reviewed (or critically reviewed) publications and/or creative/scholarly activities, which may include but is not limited to:
  - a. Books or monographs
  - b. Articles in peer reviewed or critically reviewed publications
  - c. Material forthcoming
  - d. Films or other media works
  - e. Other creative work, such as screenplays, plays, novels
  - f. Edited collections or journals
  - g. Articles in magazines, newspapers, or other venues of public communication
  - h. Papers or presentations at academic conferences
  - i. Other contributions, e.g. exhibitions, curatorial activities, screenings, performances
- (ii) Applications for external grants as well as successful external grants awarded (it is understood that there are disciplinary differences and fluctuations in the role and availability of external grants)
- (iii) Ongoing research activity that is expected to result in the dissemination of research outcomes/scholarly/creative activities as in (i) above, which may include, but is not limited to:
  - a. Activities that are reasonably expected to result in productions, publications or other contributions
  - b. Works in progress, with description of progress to date
  - c. Invited papers, presentations, workshops, symposia related to research projects
  - d. Organizing symposia or other knowledge mobilization activities related to research projects
  - e. Community-based research/scholarly engagement
  - f. Significant levels of graduate supervision: an annual supervisory load of four or more primary graduate supervisions at the Masters or PhD level, or seven or more secondary graduate roles, including but not limited to serving on doctoral and masters examination committees.

In general, faculty should list students who are in “good standing” in their respective degree programs and those who have completed their degree within normative time. As always, the Executive will consider extenuating circumstances. The status and number of faculty graduate supervisions will be affirmed through consultation with the respective graduate programs.

Normally the expectation is that faculty research activity will not be derived by indicators exclusively from category (iii) for the three-year period, nor will a research release be granted in any year based solely on activity indicators derived from graduate supervision.

It should be noted that colleagues in the Department of Cinema and Media Arts often work across area boundaries, i.e. Studies faculty may produce films or screenplays, Production faculty may present papers, write screenplays or engage in other forms of publication, and Screenwriting faculty may publish in other formats or produce in various forms of media, and thus the above categories may be applicable to all faculty members regardless of area.

Applications will be reviewed by the Executive Committee following the procedures and criteria collegially agreed upon with this document.

The Committee will consider quantitative criteria among the range of considerations. Normally a faculty member will have at least three indicators over the most recent three-year period, at least one of which must be category (i) or category (ii).

Colleagues in the Department of Cinema & Media Arts will be given reasonable opportunity to make a case for their eligibility to receive a research release even if their research activity falls outside the above quantitative norms, based on a qualitative rationale as to its equivalency. Further they will be given reasonable opportunity to make a case for their eligibility to receive a research release under this program even if their research activity or ongoing work is not neatly captured or codified by the limited list of indicators above. Where a colleague is making a case based largely on future research activities, they must provide information demonstrating that activities are underway, as well as a clear timeline for progress to be made or activities to be completed within the research release year. A statement making such a case may be included in any application submitted in the annual exercise, and shall not be unreasonably denied.

Individuals apply for this release on a yearly basis, with a call for applications being forwarded to all faculty members no later than August 15th, with a submission deadline of September 1st. The committee will notify faculty by September 30<sup>th</sup> of the decision. If the recommendation is not to award a release, the faculty member will be informed in writing with reasons. The member may request reconsideration.

The Committee will review applications and make recommendations in a summary statement that will be presented to the Dean, per Article 18.15 (c) on October 1<sup>st</sup>. It is desirable that the Dean respond by November 1<sup>st</sup>, in order to allow for workload assignments to be integrated into the following year's planning exercise.

Where a recommendation for a 0.5 FCE research-based teaching load reduction is not accepted by the Dean, the Dean shall set out in a written reply to the Chair with a copy to the applicant the reason why the recommendation was not accepted. Such decisions shall be subject to the grievance and arbitration provisions of Article 9.

Faculty members of the Department appointed to the tenure track in the first three years of probation will be considered in reference to Article 18.15 (f). Eligibility to qualify for this program will follow Article 18.15. Faculty members with ongoing administrative offload and on irrevocable, reduced course loading qualify for this program. Faculty members holding research release as a result of other programs (YRC, CRC, research funding) are ineligible for this program. Faculty members cannot use this program to reduce their teaching load below a 1.0 load. Faculty members on research release cannot teach extra courses on overload, except in emergency situations (replacing another faculty member on unexpected medical leave, for example). Alternate-stream faculty and CLAs are not eligible for this program.

The Executive committee will develop a process to administer the introduction of the program in 2017-2018 and 2018-2019, following Article 18.15 (m).