



## Department of Equity Studies

### Process for implementing Article 18.15 (2016-2019)

FACULTY OF  
LIBERAL ARTS  
& PROFESSIONAL  
STUDIES

DEPARTMENT OF  
EQUITY STUDIES

302 ATKINSON BLDG.  
4700 KEELE ST.  
TORONTO ON  
CANADA M3J 1P3

T 416 736 5235  
F 416 650 3876  
[lapsdegs@yorku.ca](mailto:lapsdegs@yorku.ca)  
[www.yorku.ca/laps/des](http://www.yorku.ca/laps/des)

#### Preamble:

While the normal teaching load for professorial stream faculty is 2.5 courses per year, all eligible faculty who are deemed to meet the Department's research qualification criteria will receive a 0.5 FCE reduction in their teaching load **in accordance with** Article 18.15e of the YUFA Collective Agreement, 2015-2018. The Research Release Program described below is consistent with Article 18.15 and is intended to be inclusive and equitable. The Department acknowledges that equity issues apply to all aspects of the Release Program. Faculty members on research release are not allowed to teach extra courses on overload; the release is meant to provide more time for professional contribution, not to augment income or provide extra revenue/pecuniary remuneration.

The research release program is designed to recognize ongoing research and to enable future research. Therefore, research release requires a record of achievement and a demonstration of active participation of the faculty member in research activities, as set out in the Department's criteria **below**.

Research release is granted to faculty members who are actively involved in research. The individual faculty member must apply to the Chair of the Department to get this release, demonstrating the nature of their ongoing research activities. Faculty members on research release are expected to attend research-related events (e.g. conferences, symposia, workshops, lectures, and seminars) sponsored by the Department. They also are expected to present their own research in appropriate professional forums on a routine basis.

When there are mitigating circumstances (such as when a faculty member holds one of the Department's key administrative positions, Chair or UPD, or due to other heavy service loads, or due to medical, parental or similar leaves), then, the level of research activity may be affected and must be factored into an assessment of whether the faculty qualifies as being "research active."

#### Process:

- All eligible faculty members must apply to the Chair of the Department for a research release by 15 August 2016. As per Article, 18.15, eligible faculty are all professorial stream faculty appointed to the Department of Equity Studies (including those with cross-appointments whose home unit is DES) who normally teach 2.5 FCEs. Eligible faculty members would apply for the research release in their "home unit."

Applications will comprise a statement (no more than 1 page, may be less) outlining the ongoing research activities of that faculty member. Faculty members are advised to address the approved criteria of what constitutes “research active” as best they can in their statement.

- The Executive Committee will review these applications and determine those who are qualified based on the approved Departmental criteria. Faculty members who are deemed not qualified will be given reasons in writing and may ask for a re-consideration of the file.
- The list of those eligible for a research release will be submitted as recommendations to the Dean as part of the normal teaching load allocations in the fall of the year prior to the taking of the release.
- The research release must be taken in the year it is awarded.
- Given that the initial releases will be implemented partially (half the eligible faculty in 2017/18, half in 2018/19), the specific process for allocating the release over these 2 years will be as follows:
  - All eligible faculty will apply in 2016; faculty may indicate a preference for receiving the release in either year, but are not required to do so;
  - The Executive Committee will apply the criteria and allocate research releases to all those who qualify;
  - The Executive Committee will then determine, as equitably as possible, which year each qualified faculty member will be awarded the release; this will be done with a view, first, to stated preferences and availability (e.g., sabbaticals, other leaves, etc.); second, to as even as possible a distribution across programs; and third, all other things being equal, a lottery for any remaining releases for each year;
  - Faculty who do not apply in 2016 will not be considered for release in 2017/18; however, this does not preclude faculty from applying in 2017 for release in 2018/19.
  - Faculty who are deemed ineligible by the Department or the Dean may ask for reconsideration; they may also re-apply for the following year.

### **Criteria**

Determinations of qualified faculty using the criteria below will be based on recognition of ongoing research activity and/or the ways that the research release will enable and/or enhance future and/or ongoing research. This is not a merit-based process based on achievement.

Research activity should be situated in a research statement in order to demonstrate that these activities constitute regular patterns of research activity. This pattern of research activity is considered as evidence of "research activity" as it will be explained in terms of its relevance to i) research projects; ii) their projected timelines; iii) and the outcomes.

As a baseline measure/ metric, the length of such research will be evaluated against the norms of external funding/sponsoring agencies while acknowledging that the diversity of equity studies research projects produces different fieldwork and output timelines.

Faculty members should be able to demonstrate to the Executive Committee within Equity Studies that the work outlined in the criteria be of an “ongoing basis” (continued/ sustained program) of research and that evidence of such work-in-progress be supplied to the committee early on in the three year period rather than claim that the work is to come in the future. Thus within the 1<sup>st</sup> year of the three year period to which the research release criteria apply reasonable evidence of work undertaken shall be provided to the Executive Committee.

*In order to receive a release, applicants are required to satisfy one item from criteria list # 1 over the course of 3 years AND two items from criteria list # 2 over the course of 3 years*

*OR*

*One item from criteria list # 1 over the course 3 years and 3 items from criteria list # 3 over the course of 3 years.*

Indicators of research activities should include at least one from section (I) below:

Criteria List # 1. The Production and Dissemination of Research covering 3 years as follows:

- peer-reviewed books;
- peer-reviewed articles in scholarly journals (including law reviews);
- peer-reviewed chapters in books;
- books that have made contributions to the field which may include as textbooks, encyclopedias, dictionaries and other broad authoritative contributions to a field of study;
- edited volumes and chapters in edited volumes; and
- principal investigator or active co-investigator/collaborated on an external research grant.

Criteria List # 2. Evidence of on-going research activities expected to result in the dissemination of research covering 3 years may include two or more of the following:

- Preparation and submission of an External Research **grant?** Proposal;
- Non-peer-reviewed publications such as government reports, community or legal briefs, especially, when such publications are related to the candidate’s research;
- Research pertaining to academic and community oriented symposiums and conferences;
- Articles in trade/commission publications;
- Research relating to peer-reviewed articles in published conference proceedings;
- Research relating peer-reviewed papers at conferences;
- Forthcoming peer-reviewed books ;
- Forthcoming peer-reviewed articles in scholarly journals (including law reviews);

- Key-note speaker at conferences and in professional settings such as government or in the community; and
- Dissemination of research and Community oriented knowledge mobilizing activities.

Criteria List # 3. Indicators of research activities covering 3 years shall include three or more of the following:

- 1- Research relating to textbook authorship and editorial;
- 2- Entries in reference works (dictionaries, encyclopaedias, bibliographies); relevant to Research;
- 3- Book reviews;
- 4- Scholarly meetings/conference papers (invited, refereed);relevant to research agenda;
- 5- Policy papers, technical reports, consultant's reports relevant to research agenda;
- 6- Speaking engagements or published pieces in the popular news media relevant to research agenda;
- 7- Postdoc, graduate and undergraduate research training and supervision; graduate supervisions may count only as primary supervisions and credited in the year of graduation and may not be the only activity to satisfy Criteria List #3.
- 8- Research preparation for expert witness testimony.
- 10- Reviewing books or manuscripts for journals or publishers, providing assessments for grant adjudication, serving on the editorial board of a scholarly journal or as a member of an external grant adjudicating committee, serving as an assessor for career decisions at other universities, and other similar professional activities will all be weighted positively as evidence of professional contribution and standing
- 11- Other types of contributions that constitute scholarly or cultural production that do not fit into the categories in the above sections such as documentary film scripts, works of art, musical productions, works of creative writing and exhibits.

We consider the above as explicitly indicative of "Research Activity".

Manuscripts in progress' of a variety of types shall be contextualized within the candidate's research statement. The time frame required in order to complete specific forms of publication are considered in terms of disciplinary norms and complexity of the project.