

Department of Languages, Literatures and Linguistics
Annual Research Release Program

December 2016

Preamble

This document sets out the principles, procedures and criteria through which the Department of Languages, Literatures and Linguistics (henceforth “DLLL”) will make recommendations for the annual Research Release Program (Article 18.15).

Principles

1. DLLL’s annual Research Release Program is consistent with Article 18.15 of the YUFA Collective Agreement and is intended to be inclusive and equitable. DLLL acknowledges that equity issues apply to all aspects of the Release Program.
2. All eligible faculty in DLLL with a regular 2.5 FCE equivalent teaching load who demonstrate a regular pattern of research activity according to the criteria set out herein should expect to qualify for a release.
3. DLLL acknowledges that factors mitigating research activity [e.g. parental leave, illness and administrative position(s)] will be reasonably considered in favour of the applicant. Where such mitigating factors exist, a faculty member may include in her/his application one (1) extra year of past research activity, i.e., seven (7) years rather than the six (6) stipulated in Procedures #2, below.
4. Members are entitled to appeal and/or grieve unit level research release decisions under the procedures outlined below and per Section 18.15 of the YUFA Collective Agreement.

Procedures

1. The annual call for submissions for the Research Release Program will take place in the Winter Term.
2. Eligible faculty will be invited to submit their updated CV and a research statement (maximum one page single spaced) that outlines their current and ongoing research projects and highlights research activities within the previous six (6) years in line with the DLLL’s criteria for the RRP, by May 1. (For the purposes of the RRP, each year will run from May 1 to April 30.). Additional clarification or information may be requested.
3. Faculty submissions will be reviewed by DLLL’s Executive Committee who will or will not recommend awarding a release.
4. If the recommendation is not to award a release, the faculty member will be informed of the reason(s) in writing. If the faculty member requests reconsideration, his/her request will be re-assessed by DLLL’s Executive Committee. If a candidate is not satisfied with the final decision, he/she may appeal in writing to the Dean.

5. All positive recommendations will be submitted to the Dean. If the Dean does not accept recommendations, section 18.15 of the YUFA Collective Agreement will be followed.

Criteria

DLLL's criteria are premised upon a broad understanding of what a regular pattern of research activities and contributions entails.

The Department is a confederation of faculty whose primary research interests range from literature and film to language, literature and culture, formal linguistics, applied linguistics and language education. Because of this diversity, it is difficult to create rigid standards that are to be applied to each individual faculty member.

- 1) DLLL continues its traditional recognition of peer-reviewed publications as the principal method of assessment, in line with the Department's criteria for Tenure and Promotion (currently under review for Senate endorsement).
- 2) At the same time, DLLL recognizes the need for inclusive rather than restrictive evaluation across our varied disciplines. It acknowledges the diversity of the disciplines involved and values the contributions to the profession of those areas outside of publishing which give members of the department standing in the estimation of their peers and colleagues.
- 3) DLLL continues to recognize the importance of excellence in scholarship, giving due consideration to quality in terms of publicly disseminated work. This will be taken into account by the committee making decisions regarding the RRP.
- 4) It also recognizes and places high value on the contributions to the profession made by candidates who create and sustain the infrastructure which makes research and publication possible through such activities as serving as journal editors or as members of adjudicating committees of major grant-funding agencies, for example.
- 5) Furthermore it recognizes those areas of contribution which serve to popularize the discipline by widening the access to its scholarly productions beyond the walls of the academy and with the potential to make contributions to public awareness and to the communities that surround us.
- 6) Single-authored contributions are highly valued as they have been traditionally, but DLLL is also cognizant of the fact that collaborative work is increasingly becoming an important engine for the expansion of the frontiers of knowledge. DLLL recognizes the merits of quality collaborative work in its assessment.
- 7) Research activities encompass a range of activities, and meaningful indicators of such activities may include, but are not restricted to, the following:

Category (i) of YUFA Collective Agreement:

Dissemination/publication of academic research within and/or beyond the boundaries of the profession in the form of peer-reviewed (or critically reviewed) publications and/or creative/scholarly activities including but not limited to:

- Single-authored or co-authored monographs, edited volumes, textbooks, special issues, critical editions, articles in refereed journals, book chapters, articles in refereed conference proceedings, translations; creative works such as poetry, novels, film or video production, etc.
- Peer-reviewed or invited papers at local, regional, national or international academic and conferences or other meetings.
- Work as Editor of a scholarly journal or as Guest Editor of an issue of a scholarly journal.

Category (ii) of YUFA Collective Agreement:

Applications for external grants as well as successful external grants awarded (it is understood that there are disciplinary differences and fluctuations in the role of availability of external grants). This category also includes application for and/or receipt of external fellowships.

Category (iii) of YUFA Collective Agreement

Evidence of ongoing research activity that is reasonably expected to result in the dissemination of research outcomes/scholarly/creative activity as in 1 above. This category includes but is not limited to the following:

- Scholarship in progress: research and/or writing that are reasonably expected to result in the future in the submission and dissemination of peer-reviewed (or critically reviewed) single-authored or co-authored monographs, edited volumes, textbooks, journal articles, book chapters, encyclopedia entries, or electronic publications.
- other non-refereed publications: books, articles in non-refereed journals, non-refereed conference proceedings, published or unpublished research reports, articles in newspapers and magazines, creative works, book reviews, textbooks, electronic publications, etc.
- field work, archival research, linguistic ethnography and classroom research
- organization of major conferences; organization of colloquia/workshops, sessions/panels
- associate editor of academic journals and/or book series
- assessment of scholarly manuscripts and/or research proposals
- editor or associate editor of academic newsletters
- internally funded research projects

- graduate student supervision: The primary supervision of 3 PhD students or 6 MA candidates (completed MRP or MA thesis) or membership on 9 supervisory PhD committees, or a combination of these (e.g., one Ph.D. thesis primary supervision + 2 MRPs + 3 supervisory committee memberships).

The supervision and production of PhD dissertations, M.A. theses or MRPs is essential to the dissemination/publication of academic research, as recognized in the sciences in which such projects would be considered and counted as co-publications between a graduate student and supervisor.

The Executive Committee will take into account all these and other factors laid out in a faculty member's RRP statement in determining whether she/he may be deemed to have been involved over the past six years in a regular pattern of research/scholarly/ creative activities as defined by the norms of the disciplines in DLLL.

8. In reviewing applications, the following factors will be taken into account:

8.1. Normally greatest weight will be given to research activities in the twelve (12) months prior to the application, but given the fluctuating cycle of research activities that is typical in DLLL (with certain years devoted to field, archival or other research rather than to the dissemination/publication of results of that research), the Committee will also take into consideration research activities over the previous SIX (6) years (or the previous SEVEN (7) years in special circumstances of the kind outlined above in Principles #3). This is based on the understanding that the unpredictability of publication outlets, conference scheduling and graduate supervision means that "bunching up" of output markers in a single year is a common phenomenon across our disciplines.

Moreover, it is frequently the case that colleagues in DLLL undertaking long-term, high-impact projects that require intensive research see years in which no output markers appear at all. In addition, early career researchers and faculty members coming off of administrative, parental and medical leaves are less likely to see output markers in the year previous to the application for a research release.

8.2. If a faculty member demonstrates that s/he has engaged in at least one of the following research activities in the year prior to each annual RRP exercise, he/she will automatically qualify for a 0.5 course Research Release:

8.2.1. The dissemination/publication of academic research within and/or beyond the boundaries of the profession in the form of a peer-reviewed (or critically reviewed) single-authored or co-authored monograph or a monograph.

8.2.2. The dissemination/publication of academic research within and/or beyond the boundaries of the profession in the form of a peer-reviewed (or critically reviewed) edited or co-edited volume of essays on a defined topic.

8.2.3. The dissemination/publication of academic research within and/or beyond the boundaries of the profession in the form of a peer-reviewed single-authored or co-authored textbook.

8.2.4. The dissemination/publication of academic research within and/or beyond the boundaries of the profession in the form of one substantial peer-reviewed (or critically reviewed) single authored or co-authored journal article or book chapter OR two (2) shorter peer-reviewed or critically reviewed single authored or co-authored journal articles or book chapters.

8.2.5. The dissemination/publication of academic research within and/or beyond the boundaries

of the profession of one or more peer-reviewed (or critically reviewed) substantial encyclopedia entries.

8.2.6. The dissemination/publication of academic research within and/or beyond the boundaries of the profession in the form of a single-authored or co-authored electronic publication, which may be analogous to, but is not limited to, a journal article in digital format or a substantial contribution to one or more online projects.

8.2.7. Graduate student supervision: The primary supervision of 3 PhD students or 6 MA candidates (completed MRP or MA thesis) or membership on 9 supervisory PhD committees, or a combination of these (e.g., one Ph.D. thesis primary supervision + 2 MRPs + 3 supervisory committee memberships).

The supervision and production of PhD dissertations, M.A. theses or MRPs is essential to the dissemination/publication of academic research, as recognized in the sciences in which such projects would be considered and counted as co-publications between a graduate student and supervisor.

Please note: A 0.5 course Research Release based on this criterion will be awarded for the year after that in which these supervisory credits accumulate to the level indicated at the start of this clause, as long as s/he demonstrates that s/he is actively engaged in at least one (1) other research activity listed above in categories (i), (ii), or (iii) in the year an application is made using this clause as the rationale for gaining a 0.5 course Research Release.

8.2.8. The presentation of two (2) peer-reviewed or invited papers at local, regional, national or international academic conferences, and other meetings.

8.2.9. Editorial work as the Editor or Guest Editor of a scholarly journal, leading to the dissemination/publication of academic research within and/or beyond the boundaries of the profession.

8.2.10. Dissemination/publication of academic research within and/or beyond the profession in the form of the curation of an exhibition, the production of a film or a video, the creation and/or launch of a Digital Humanities project.

8.2.11 An application or co-application for, and/or successful receipt of, an external grant or other funding (from various agencies outside York University) to support a research project.

8.3. DLLL views the dissemination/publication of a peer-reviewed (or critically reviewed) single-authored or co-authored monograph as a highly superior demonstration of research activity, the dissemination/publication of such a work shall qualify a faculty member for a Research Release in each of the subsequent FIVE (5) years following the appearance of the work, so long as s/he demonstrates (through CV and research statement) that s/he is actively engaged on a research project in each of the five subsequent years.

8.4. Since the dissemination/publication of a peer-reviewed (or critically reviewed) single-

authored or co-authored edited volume represents a superior demonstration of research activity, the dissemination/publication of such a work shall qualify a faculty member for a Research Release in each of the subsequent THREE (3) years following the appearance of the work, so long as s/he demonstrates (through CV and research statement) that s/he is actively engaged in a research project in each of those three subsequent years.

8.5. The successful receipt of a SSHRC or other major external research grant/fellowship shall qualify a faculty member for a Research Release in each of the years of the original term of the grant.

8.6. In cases where the various scenarios described in points #8.2, 8.3, 8.4 and 8.5 above do not apply, in light of the fluctuating cycle of research activities typical of the varied disciplines across DLLL (see point #8.1 above), a faculty member will qualify for a Research Release if s/he provides adequate evidence for ongoing research over the previous SIX (6) years through a combination of research activities as defined in Categories (i), (ii) and (iii) listed in point #7 under the indicators above, and provides an effective description of his/her ongoing research program.

Faculty members with on-going research activity that is reasonably expected to result in dissemination of research outcomes should expect to receive a research release.

In this case, the minimum threshold for gaining a Research Release may be achieved in a variety of ways, including, but not limited to, the following:

1.6.1. four (4) contributions in Category (i) and/or Category (ii) over a six-year cycle; **OR**

1.6.2. a combination of contributions in Categories (i), (ii) and/or (iii) over a six-year cycle. This threshold may be achieved in a number of ways, including, but not limited to, the following:

(a) an average of three (3) contributions in Category (i) and (iii) per annum over a six-year cycle;

(b) a combination of two (2) contributions in Categories (i) and/or (ii) and six (6) in Category (iii) over a six-year cycle;

(c) a combination of four (4) contributions in Categories (i) and/or (ii) and four (4) contributions in Category (iii) over a six-year cycle.

2) It is understood that, as outlined in Art. 18.15(e), the review of a faculty member's research activities does not require that s/he demonstrate engagement in all the research activity indicators listed in Point #7, Categories (i), (ii) and (iii) to qualify for a Research Release.

3) The Executive Committee should remain mindful that the various activities mentioned in Points #7 and #8 are intended to be examples of meaningful indicators of research activities; in adjudicating applications, the Executive Committee shall also take into account all other

indicators included by faculty members in their applications for the RRP.

4) In evaluating applications, the Executive Committee will give extra weight to demonstrably excellent scholarship, giving preference to quality over quantity and, where appropriate, rendering otiose the sample minimum thresholds outlined above in #8.6. The Executive Committee will also take into full account situations where a major ongoing research project involves greater than normal research activities without immediate outputs and situations where a faculty member has been involved in a higher than normal level of graduate supervision (especially primary supervision, but also in combination with membership of multiple supervisory committees).

5) Eligible probationary faculty members in the professorial stream who are not in receipt of a teaching load reduction under the terms of their initial appointment will automatically receive a 0.5 course research-based teaching load reduction under this Program in each of the first three (3) years of their probation.

NOTE ON THE TRANSITION YEARS (2017-18 AND 2018-19)

The application process for the two transition years (2017-18 and 2018-19) will be conducted together in Fall 2016. The process will be as above, with the following changes to account for the transitional eligibility of half the faculty in each year:

- Applicants should indicate if they are eligible for and planning to take a sabbatical in either of the two years, so that they can be placed into the pool for the other year.
- Applicants should indicate if they have a preference for one year over the other (they do not need to have a preference).
- While the initial allocation for the two transitional years will be based on sabbaticals and faculty members' preferences, it will be checked for curricular balance and may be adjusted by the Chair/Executive Committee if necessary, in consultation with faculty members.
- Colleagues who do not submit an application for Fall 2016 for whatever reason (i.e. research release max already reached due to other releases) or those who were unsuccessful in the 2016 competition are allowed, only in the transition period, to submit or resubmit for Fall 2017.

Department of Languages, Literatures and Linguistics
Annual Research Release Program
2017-18 & 2018-19 Release
Faculty Member Application Form

INSTRUCTIONS:

Eligible faculty are invited to submit their updated CV and a brief statement (maximum one page) that outlines their current and ongoing research projects and highlights research activities within the previous six (6) years (or 7 years if applicable) in line with the in line with DLLL's criteria for the RRP, by May 1. (Each year runs from May 1-April 30).

Name: _____

Indicate in which academic year, if any, you are requesting a release:

(Please circle): 2017-2018 2018-2019 No preference

Research Statement (maximum 1 page single spaced to be attached to the application).

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