

DEPARTMENT OF MUSIC

Revised/resolved by DRP, April 5/2017

RESEARCH RELEASE ADJUDICATION

(as per Article 18.15 of the 2016-18 YUFA Collective Agreement)

A. Preamble

In determining whether a faculty member is “research active,” the department recognises past, ongoing, and planned research activities for the given academic year. Individual faculty members who wish to be considered for this reduction will send a brief statement to the Chair providing indications or evidence of such activity, recent, current or planned for the immediate future (see Application Criteria and Adjudication below). For some faculty members a research release may be granted on the basis of a recent record of research and creative accomplishments, for others it may entail evidence of current, ongoing, or immanent 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. Recognizing the challenge of applying evaluative metrics in Music, colleagues in the Department of Music 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. A statement making such a case may be included in any application submitted in the annual exercise, and shall not be unreasonably denied. Attention will be given to equity issues. Any factors mitigating research activity, e.g. parental leave, elder care leave, an abnormal amount of service contributions, or significant levels of graduate supervision will also be considered. It is also understood that the program is intended not only to reward work or output in the past but also appropriately support ongoing work and current projects

B. Research Release Criteria

As per 18.15 of the YUFA Collective Agreement, a research based teaching load reduction will be granted to all faculty members in the department who are actively involved in research. The purpose of this program is to support research by providing a .5 FCE release from teaching to research-active faculty. Faculty who already have a research related teaching off-load, 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. 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.

1. Indicators of such activities may include, but are not limited to, one or more of the following:

- a) Recordings, performances, tours, concerts, commentaries, interviews, etc.
- b) Books and/or chapters in books, published notes and analysis, reviews, etc.
- c) Articles in refereed journals, chapters in refereed books, papers in refereed conference proceedings papers, and presentations at refereed conferences
- d) Music production as concert and/or session producer, consultant, editor, mix or mastering artist, etc.
- e) Professional concerts, broadcasts, festival appearances, etc.
- f) Professional and arts council commissions
- g) Non-refereed papers, on-line productions, etc.
- h) Editorships of text, scores, monographs, and audio materials
- i) Major and minor grants and commissions
- j) Invited lectures, workshops, adjudications, master classes, consultations, etc.
- k) Original compositions, improvisations, arrangements, etc.
- l) Visiting or Research Fellows/Scholars/Lectures
- m) Prizes/awards/ honorary degrees
- n) Scholarly contributions to film, television, and other media
- o) Encyclopedia and dictionary articles, etc.
- p) Reviews in popular and academic periodicals
- q) Technical reports, manuals, monographs, texts, studies, etc.
- r) Memberships on advisory boards for academic publications

2. Additional Factors:

- a. Significant levels of graduate supervision. By this, we mean an annual supervisory load of four or more primary graduate supervisions at the MA, MFA, or PhD level or seven or more secondary graduate roles, including but not limited to serving on doctoral and examination committees. In general, faculty should list students who are in “good standing” in their respective degree programs and 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. (Graduate supervision is generally understood as a category (iii) activity. Research release will not be granted in any year based solely on activity indicators derived from graduate supervision.)
- b. Adjudication committee membership, provincial ministry curriculum reviews, and chairing duties (SSHRC, Ontario Graduate Scholarships, Awards Committees (e.g., Juno and Grammy Awards), Ministry of Education programs, Kiwanis Music Festivals, concerto and composition competitions, etc.)
- c. Community-engaged scholarly activity or creative engagement with the community (Private Schools, University Settlement School, Royal Conservatory, hospitals, community colleges, private organizations, churches, private citizens)
- d. Other creative and scholarly activities

C. Application Criteria and Adjudication

In determining whether a faculty member is “research active,” the department recognizes past, ongoing, and planned research activities. In situations where faculty are requesting a research release for future research activities, applicants must provide information demonstrating that activities are underway (e.g., a commission, an invitation to present original music at a major performance venue or event; a request to submit a chapter to an edited collection; a book publishing contract, etc.), as well as a clear timeline for completing said activities within the research release year. The adjudicating committee will take into consideration that patterns of intensity for individual faculty may vary for numerous reasons, both personal and professional. Faculty may demonstrate research activity with indicators occurring in category (i), or a distribution pattern across (i), (ii), and (iii). Normally a faculty member will have at least three indicators in the most recent three years, at least one of which must come from either category (i) or category (ii) of the collective agreement article 18.15 (e)

The application will include an abbreviated CV (two page maximum) that indicates relevant research activities and a brief statement (500 words) highlighting evidence of engagement in research and/or evidence of ongoing and upcoming research presentations or projects. Faculty have the option of providing their CV in annotated form in order to contextualize research activities. As most academic evaluations are founded upon assessment through peer review (tenure and promotion, publication, hiring, etc.), we believe our Music Executive Committee consisting of three Area Coordinators (Jazz, Classical, and World), GPD, Chair and Associate Chair would serve as an ideal body for the process of adjudication. As such, adjudication of applications for the 0.5 course reduction will be the responsibility of the Music Executive Committee and will be conducted in a transparent and clear manner. The Executive Committee will review faculty applications for research leave and submit recommendations to the Dean for final approval.

1. Applications will be reviewed following the procedure and criteria collegially agreed upon by a Research Release Committee consisting of the Executive Committee-which consists of the three elected Area Co-ordinators, as well the elected GPD, Associate Chair, and the Chair.
2. The Committee will consider quantitative criteria among the range of considerations. Normally a faculty member will have at least two indicators.
3. The Committee will review applications and make recommendations in a summary statement that will be presented to the Dean. As per the YUFA CA, Article 18.15 (c). Where a recommendation for a 0.5 FCE research-based teaching load reduction is not accepted by the Dean/Principal, the Dean/Principal 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.
4. The deadline for receipt of the application by the Committee will be October 15 in order to allow for workload assignments to be integrated into the following year’s planning exercise.