

Glendon College
Department of Hispanic Studies
Principles, Procedures and Criteria
Research Release Program
Article 18.15 – YUFA New Collective Agreement

Approved by the YUFA Faculty of the Department of Hispanic Studies,
March 1st, 2017

According to article 18.15 of the YUFA collective agreement, a research-based teaching load reduction will be granted to all faculty members who are actively involved in research (including scholar and creative activities) commencing in 2017-18. The purpose of this program is to support research/scholar/creative activities by providing a 0.5 FCE release from teaching to research-active faculty.

The Department of Hispanic Studies has developed the following principles, procedure and criteria as basis for the eligibility of YUFA faculty within the Department for this release. Principles, procedure and criteria are consistent with article 18.15 of YUFA Collective Agreement and are intended to be open, inclusive and equitable.

Faculty members who wish to be considered for the research-based teaching load reduction may apply through the Department of Hispanic Studies Executive Committee.

Principles

1. All YUFA faculty members in the Department of Hispanic Studies with a regular 2.5 FCE who demonstrate a regular pattern of research/scholarly/creative activities should expect to qualify for a 0.5 FCE release.
2. The Department of Hispanic Studies considers that the release program should be inclusive and equitable when dealing with eligibility and allocation of course releases. Therefore, factors mitigating regular research activities (administrative service positions, illness, parental leave, etc.) will be also considered. Other factors such as sabbatical or other leaves will be taken into consideration in favour of the member.
3. The research interests of faculty members in the Department of Hispanic Studies range from literature and film to language, translation, culture, cultural studies, formal linguistics, applied linguistics, language education, art, new media, drama, theater and creative writing. Because of this diversity, it is difficult to create rigid standards that are to be applied to each individual faculty member whose regular research activity may be heterodox, interdisciplinary, or non-normative. The Department also acknowledges that a colleague who demonstrates research strengths in certain venues or formats may not demonstrate similar strengths in others.

4. The Department of Hispanic Studies recognizes the need for inclusive rather than restrictive evaluation across our varied fields and sub-fields. 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 among their peers and colleagues. Those contributions may include sitting on editorial boards, scientific committees, adjudicating committees, etc.
5. There is reasonable variation in what constitutes research activity, so this evaluation should be exercised with some flexibility. Faculty members will be given an opportunity to make a case for eligibility for a teaching load reduction by appeal to grounds that go beyond what is itemized explicitly in this document.
6. The Department of Hispanic Studies also recognizes the importance of high-impact publications that, with appropriate justification, may outweigh two or more lower-impact publications.
7. The Department of Hispanic Studies further recognizes those areas of contribution which serve to popularize the discipline by widening the access to its scholarly productions beyond the borders of the academy and with the potential to make contributions to public awareness and to the community at large.
8. Single-authored contributions are highly valued as they have been traditionally, but the Department of Hispanic Studies is also aware of the fact that collaborative work is increasingly becoming an important engine for the expansion of the frontiers of knowledge. The Department therefore recognizes the merits of quality collaborative work in its assessment, such as co-authored books or articles, as well as co-edited volumes or special issues.
9. The Department of Hispanic Studies recognizes different formats and media of “publication” such as print, online, electronic, digital, hybrid, etc. It also recognizes that new media and hybrid products take different shapes than traditional genre and formats, and therefore concepts such as “book” or “article” should be taken more as an indicator of length and scope rather than an actual medium or genre.
10. Since the intention of this exercise is both to reward past research outcomes and to create better conditions to foster research, accepted and forthcoming submissions are weighed as actual publications. A publication, however, can only be considered once, either as a forthcoming publication in a given year, or as published the year it actually is published. For instance, given that the timespan of the following criteria is six years, if an article is accepted in 2016 and published in 2017, and a candidate requests it to be recognized in 2016, that article can be provided as part of the recognized activities for six years starting in 2016. If the candidate does not request it to be recognized in 2016, it will automatically count as a 2017 publication (i.e. its publication year) and be recognized for six years

starting in 2017. It is the right of the candidate to determine if he or she wants the publication to be recognized as forthcoming in a given year or as published when it becomes so.

11. On the same grounds as (10), applications for major external grants are equally weighed as grants received.
12. When assessing creative and artistic work, the Department of Hispanic Studies does not recognize critical reviews in our discipline as equivalent to peer-reviews. There is little critical reviewing for literature and arts in Spanish in Canada, and therefore we cannot expect that a colleague shows evidence of critical reviews of his/her creative or artistic works published, exhibited or performed in Spanish in Canada. When assessing creative or artistic works in Spanish in Canada, we will rather consider the reputation of the publishing house, artistic venue or electronic platform.

Procedure

1. The annual call for submission for the Research Release Program will take place at the beginning of the Fall semester.
2. Faculty submission will be reviewed by the Department Executive Committee in accordance with the agreed principles, procedure and criteria.
3. Eligible faculty members will fill out the form below with a summary statement describing the candidate's regular research activity. The candidate can provide activities of completed research (covering up to six years), current research activities or future research projects.
4. Faculty submissions will be reviewed by the Executive Committee based on the agreed principles, procedure and criteria and in accordance with the Article 18.15 of the YUFA Collective Agreement.
5. If the Executive Committee recommendation is not to award a release, faculty member will be informed by writing with reasons. The member may request reconsideration. If the rejection is sustained, the faculty member may appeal in writing to the Dean.
6. For 2017-2018 and 2018-2019, research-based teaching load reductions will be only available for half of the eligible faculty who meet the criteria. Therefore, any faculty member provided with a 0.5 FCE reduced load for 2017-2018 will not be eligible for 2018-2019. Beginning in 2019-20, all faculty who meet the qualifications will be eligible.

7. For the transition years, faculty applying in Fall 2016 should indicate whether they prefer the course release for either 2017-2018 or 2018-2019. The Executive Committee will try to accommodate their request.
8. All approved/accepted requests for course release will be submitted to the Principal.
9. If the Principal of Glendon College does not accept the Executive Committee's recommendations for research release, faculty member may grieve in accordance with the YUFA Collective Agreement.

Criteria

A faculty member will automatically qualify for a 0.5 course release under Article 18.15 of the YUFA Collective Agreement if he or she demonstrates that he or she has engaged in research / creative / scholarly activities conducting to satisfy **one** of the following three lists (A or B or C) of Category i, within a **time frame of six years**:

Category i

A) **one** of the following:

- Publication of a peer-reviewed academic book
- Publication of a peer-reviewed volume of essays
- Publication of a peer-reviewed book of creative writing
- Publication of a peer-reviewed critical or annotated edition of a book
- Publication of a textbook
- Publication of a translation of any of the above
- Publication / exhibition / performance of a long-term artistic project such as a solo exhibition (of authored or co-authored work), film, documentary, video, drama or theater production.

Or

B) **Two** of the following

- Edition of a scholarly volume
- Edition of a special issue in a journal, or guest-edition of a journal issue
- Thematic anthology

Or

C) **Three** of the following

- Publication of a peer-reviewed journal article
- Publication of a peer-reviewed book chapter
- Publication of a peer-selected contribution to conference proceedings
- Publication of a work of creative writing or new media (short story, poem, chronicle, podcast, etc).
- Publication of an encyclopedia entry
- Publication of a translation of any of the above
- Publication / exhibition / performance of artistic work such as exhibitions (of authored or co-authored work), film, documentary, video, drama or theater production.

If the above expectations are not met, one of the following combinations will be acceptable:

- a combination of **one** from B) plus **two** from C),
- a combination of **one** from B) plus **six** from Categories ii and iii
- a combination of **two** from C) plus **six** from Categories ii or iii

Category ii and iii

- Advanced works in progress and/or activities that are reasonably expected to be submitted or disseminated within one year;
- Major external grants or other significant funding application, applied for or received;
- Presentation of a paper at learned national or international, provincial or local conferences;
- Participation in workshops, roundtables or panels;
- Invited, guest or keynote lectures;
- Visiting positions, fellowships, and scholarly or artistic residencies in recognized institutions;
- Active membership to an academic, scientific or editorial board of a recognized professional association or publication;

- Peer-reviewing of an article, chapter, book or creative writing for recognized publications or editorial houses;
- Development of and involvement in institutional partnerships for research, teaching and/or mentoring (including appointment to other university faculties and professional sector working groups);
- Graduate supervision (will count only as once during the year of the student's graduation/completion);
- Designing, directing or consulting on community projects with recognized organizations;

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Submission Form

Name:

Preferred year for the course release: 2017/18 _____, 2018/19 _____, I am flexible _____

Summary Statement of Regular Research Activity (not to exceed 1 page single spaced).