

GLENDON COLLEGE
Department of International Studies
International Studies stream

RESEARCH RELEASE PROGRAM
ARTICLE 18.15 – YUFA 2015-2018 COLLECTIVE AGREEMENT

Approved by the Department of International Studies, (30 March 2017)

PREAMBLE

The Research Release Program under Article 18.15 of the YUFA Collective Agreement enables all faculty members who are “research active” to apply annually for a 0.5 FCE teaching release. The purpose of the program is to support research. This document identifies the principles, procedures and criteria to establish the eligibility of its YUFA faculty members for this release in the International Studies stream, for the Department of International Studies (also referred to in this document as the “Department”).

PRINCIPLES

1. The Department’s annual Research Release Program is consistent with Article 18.15 and is intended to be open, inclusive and equitable.
2. All eligible YUFA faculty in the Department with a regular 2.5 FCE or equivalent teaching load who demonstrate an active research program should expect to qualify for a 0.5 release.
3. The Department acknowledges that equity issues apply to all aspects of the Release Program.
4. The Department acknowledges that factors mitigating research activity (e.g., parental leave, illness, administrative position) will be reasonably considered in favour of the applicant.
5. 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 at the start of the fall semester.
2. Eligible faculty members will fill out the form below and submit it, by September 15, with a CV and a brief statement (maximum one page) that highlights research activities during the last three (3) years, including completed research, ongoing research, and/or future plans for research activity.

3. All applications for the Program will be reviewed by the Department's Research Release Sub-Committee, to be set up by the Chair of the Department; it will consist of the Chair and two volunteer professorial stream faculty members (including pre-tenured faculty members). The Sub-Committee will be constituted annually and collegially approved by the YUFA faculty in the department.
4. The Sub-Committee will review all applications and make recommendations based on the criteria below and in accordance with Article 18.15 of the YUFA Collective Agreement.
5. If the Department's Research Release Sub-Committee recommends that a faculty member not be awarded a release, the member will be provided with the reason(s) for this recommendation in writing.
6. Faculty members can request that a recommendation to reject the application be reconsidered by the Department, including all YUFA faculty members except the faculty member making the appeal. If the rejection is upheld, any Faculty member may appeal in writing to the Principal.
7. All positive recommendations will be made to the Principal. If the Principal does not accept the recommendations, faculty members may exercise their rights to grieve the decision in line with Article 18.15 of the YUFA Collective Agreement (Research Release Program) and/or Article 9 (Grievance and Arbitration) of the YUFA Collective Agreement.

CRITERIA

The Department of International Studies' criteria are premised upon a broad understanding of what a regular pattern research activities and contributions entails. In principle, evidence of research activity includes, but is not limited to, any criteria already in line with York University's Tenure and Promotions document. To be considered research active and thus eligible for a research release under article 18.15, faculty members should have either (1) two refereed publications from category (i) listed below, or one published peer-reviewed book, during the previous three years; or (2) one refereed publication from category (i) during the previous three years and three items from either categories (ii) and (iii). To avoid "doubling up" on items, we propose that faculty members may count an unpublished or submitted work in category (iii), listed above, for one year and once the work is published, may then count it under category (i) for future years. This weighting system is consistent with the norms in the discipline, and the often lengthy time between the submission of an article (or book) for peer-review and its publication, which in many cases can be up to or beyond two years.

1.1.1 Within the field of International Studies we recognize the cyclical pattern of research, and that the research process may be particularly time-consuming because of the nature and range of research practices. Thus, in evaluating a candidate's application for the annual Research Release Program, a careful and balanced consideration of the candidate's past 3 years, present and future research activities and plans will be followed. Assessment of future research activities will be based on evidence of works in progress, applications for research funding and established research collaborations. Finally, in keeping with Principle 4, mitigating factors will be taken into account when assessing research activities.

1.2 Within the Department of International Studies we also recognize that research activities may be heterodox and interdisciplinary, given faculty members' diverse disciplinary background, critical perspectives, methodologies and fields of specialization. Therefore the following list of indicators of research activities is not exhaustive.

2. Indicators of research activities may include, but are not limited to the following:

(i) Dissemination of research in the form of peer reviewed (or critically reviewed) publications, including:

- Publication of an authored book
- Publication of articles in refereed journals, and chapters in refereed books
- Guest editorship of edited volumes/special issues

(ii) Applications for external grants as well as successful grants awarded

(iii) Evidence of on-going research activity that is reasonably expected to result in dissemination of research outcomes/scholarly creative activity as in (i) above, including:

- Principal organizer of a conference
- Peer-reviewed, published conference paper in conference proceedings
- Works in progress and/or activities that are reasonably expected to result in publications or contributions such as submitted articles to peer reviewed journals or book manuscripts in preparation
- Publication of research reports, book reviews, articles in news magazines or newspapers both in print and electronic media
- Invited or plenary papers at scholarly conferences
- Significant data collection and/or significant data analysis
- Substantive preparation for creative production, curation of exhibits, film production, and/or performance
- Secondary organizer of conference, or primary organizer of research cluster or section
- Presentations or papers at scholarly conferences, talks at public fora
- Co-applicant/co-investigator of successful external grant
- Graduate student training and/or supervision and/or committee membership (note: graduate student supervision may count only once, during the year of the student's graduation/completion)
- Organization or participation in workshops, on-going seminars and/or study groups
- Discussant on a roundtable or a panel
- Editorship or co-editorship of journals, membership on journal editorial boards
- Membership on adjudicating committees of research funding agencies.
- Invited consultations for community groups and/or community projects and/or authorship of policy papers.
- Research-based policy interventions and partnerships with community organizations.

DEPARTMENT OF INTERNATIONAL STUDIES
International Studies stream

RESEARCH RELEASE PROGRAM
ARTICLE 18.15 – YUFA NEW COLLECTIVE AGREEMENT

Faculty Member Submission Form (2017)

Name:

Title:

Please indicate the preferred year for which you are requesting a release:

2017/18: _____

2018/19: _____

I am flexible: _____

Please attach or type below your **Summary Statement of Regular Research Activity**
(not to exceed 1 page single-spaced)