

**DEPARTMENT OF SOCIAL SCIENCE
RESEARCH RELEASE PROGRAM**

(Revised and Approved by Social Science Council, December 7, 2016)

Revised January 24, 2017

AMENDED BY THE DISPUTE RESOLUTION PANEL MARCH 21, 2017

Submitted without prejudice to any current or future grievance(s) by YUFA in respect of Article 18.15

Principles

1. The Department of Social Science's annual Research Release Program 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.
2. The Research Release Program is designed to recognize ongoing research, the evaluation of which is less a record of achievement than a demonstration of the active participation of the faculty members in research activities, as set out in the Departmental criteria.
3. All eligible faculty in the Department of Social Science who demonstrate a regular pattern of research activity should expect to qualify for a release.
4. The Department recognizes that factors mitigating research activity (e.g. parental leave, illness, disability, administrative position, graduate supervision) 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 under 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 commencement of the Fall Semester. The "year preceding" specified in this document refers to the period beginning July 1 of the previous year and ending June 30 of the year in which the application is made. The release will be awarded for the following teaching year.
2. Eligible faculty are all professorial stream faculty appointed to Social Science (including those with cross-appointments whose home is Social Science) who normally teach 2.5 FCEs.
3. Applications will comprise a statement (no more than 1 page, may be less) outlining the ongoing research activities of that faculty member. Faculty are advised to address the Departmental criteria as best they can in their statement, and to contextualize their activities according to these criteria.
4. The Executive Committee will review these applications and determine those who are qualified based on the approved Department criteria. Faculty members who are deemed not qualified will be given reasons in writing and may ask for a re-consideration of the file. If not satisfied through this process, the member may grieve, as per article 18.15 of the YUFA Collective Agreement.

5. The list of those eligible for a research release will be submitted to the Dean. If the Dean does not accept recommendations, section 18.15 of the YUFA Collective Agreement will be followed.
6. The research release must be taken in the year it is awarded. Faculty members on research release are not allowed to teach extra courses on overload.

Criteria

1. The Department of Social Science's criteria are premised upon a broad understanding of what a regular pattern of research activities and contributions entail.

- a) The broad-based, non-normative disciplinary engagements that are typical of the interdisciplinary Department of Social Science mean that there is no "ideal" research profile or path. A diverse range of methodological approaches (including but not limited to archival, ethnographic, fieldwork, comparative, visual, interview- and literature-based) and heterodox forms of enquiries mean that a wide range of activities and output are part of what define the Department of Social Science, and which cannot be captured in formulae or metrics.
- b) Therefore, the candidate's application for the annual Research Release program shall put their research activities into context by way of a research statement that explains the relevance of such activities to their research projects and the projected timelines and outcomes of the latter. The Executive Committee will assess such projections based on the criteria outlined below.
- c) We further recognize that in light of the diverse, interdisciplinary and heterodox research activities that characterize the Department of Social Science, the following list of indicators of research activities is not exhaustive. In particular, we recognize that knowledge mobilization activities as described by the University White Paper on "Building a More Engaged University" such as community-based research, collaborative research and public interest research projects may have outcomes other than peer-reviewed publication that nonetheless carry equal weight in the consideration of research activity.

2. Indicators of a regular pattern of research activity may include, but are not limited to, the following categories delineated below.

We take any one of the following as explicitly indicative of "research activity". Any activity of kinds 2 a-b undertaken in the year preceding the application is sufficient for release.

a) Dissemination of research in the form of peer-reviewed (or critically reviewed) publications and/or creative/scholarly activities.

Any peer-reviewed publication/knowledge mobilization project/creative scholarly work appearing in the year preceding the application is definitively indicative of research activity. Evidence of such dissemination may include publications (including sole or jointly authored books, edited volumes/special issues, articles in refereed journals, book chapters); curation of exhibits, multimedia projects or film production; and organization of community/public events devoted to knowledge mobilization/research dissemination.

b) Successful external grants awarded.

Any external grant awarded in the year preceding the application (regardless of amount) is definitively indicative of research activity for the duration of the grant.

c) see 3 a below

d) see 3 b below

3. The Department of Social Science recognizes that research often follows a cyclical pattern. Dissemination of research (as defined in 2(a) above) may take years to appear in its final form, often for reasons outside the control of the researcher (such as journal publishing schedules). Where at least one of the indicators in section 2, above, is not definitively fulfilled, the Department of Social Science will consider other evidence of research activity as this is contextualized within the candidate's research statement. This evidence will include *two or more* types of the following on-going research activities in the year preceding the application that is reasonably expected to result in the dissemination of research outcomes/scholarly/creative activity. **Where the application is based on evidence as described a-f below, research activity from categories 2 (a) or 2(b) must be demonstrated within the three years preceding the application. If an applicant does not meet these requirements, then the applicant must give provide a rationale for why the application is nevertheless justified.**

a) Recent awards for research excellence.

Awards for research excellence such as external fellowships, book awards or other scholarly accomplishments granted in the year preceding the application will be taken as an external agency's acknowledgement of research activity and are definitively indicative of research activity.

b) Ongoing research and scholarly activities that make a substantive contribution to research dissemination.

Evidence of ongoing activity during the year preceding the application which contributes to the *combined research endeavours of the academic community* which leads to research dissemination is definitively indicative of research activity. These may include: works in progress (specifically works in submission, under review, etc); organization of conferences, funded workshops, etc; editorships of journals; membership on adjudicating committees of funding agencies.

c) External grant applications.

It is recognized that some complex applications (as for Infrastructure or Partnership grants) may require a lengthier period to negotiate, exceeding a year, hence need not have been submitted in order to be taken into consideration. The amount of the grant is not a consideration.

d) Ongoing data collection activities in the previous year.

Ongoing data collection conducted in the year preceding the application including, but not limited to, fieldwork, archive work, interviews or other data collection activities that may reasonably be expected to result in publications or other contributions is indicative of a regular pattern of ongoing research activity.

e) Presentation of research in the previous year.

Progress in research dissemination will be considered in the form of the presentation of papers at learned conferences, articles in conference proceedings, published or unpublished research reports, public events, and/or plenaries undertaken in the year preceding the application.

f) Supervision and training of graduate students.

Primary supervision graduate students in their year of completion of program requirements in the year preceding the application

g) Other activities that do not fit easily in to the categories above.

The Department of Social Science recognizes that alternate indicators of research activity and evidence of progress in research dissemination can be considered when contextualized in the candidate's statement. Such indicators may include **two or more of the following**: the securing of internal grants (e.g. SSHRC Research Opportunity Grant), minor publications (e.g. book reviews, encyclopedia entries) or creative activities in the year preceding the application; public research interest activities, blog entries, significant media communication and knowledge mobilization, peer reviews of manuscripts submitted to academic journals and publishing companies; organization of research-related workshops, seminars and/or meetings for graduate students and/or faculty; and other research related activities that must be contextualized in the applicant's statement.