

**SCHOOL OF TRANSLATION  
GLENDON COLLEGE**

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

*Approved by School of Translation Executive Committee, June 2016  
Revised and Approved by the Committee, April 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 used by the Research Release Sub-Committee of the School of Translation (“the School”) to establish the eligibility of its YUFA faculty members for this release.

The School is a complex and diverse unit that offers a range of undergraduate programs, including Honours iBAs, BAs and Accelerated BAs in Translation (three language streams), an Honours BA in Communications (English and French), and a Certificate in Technical and Professional Communication. Additionally, the School contributes to the Certificate in English-Spanish Translation offered by the Department of Hispanic Studies. The School also houses a research-focused graduate program – the Master in Translation Studies.

Translation Studies and Communication Studies are nascent interdisciplines, having emerged in the latter half of the twentieth century. Our faculty is drawn broadly from the Humanities and our research activities are conducted within and across a variety of fields, and draw on plural research methodologies. Our research is disseminated through traditional and non-traditional means. We underscore that field-specific publishers and journals are still emerging and, in many cases, multi- and cross-disciplinary.

Our undergraduate programs have a professional component which, for faculty members, implies a broad range of scholarly and research-oriented activities, including translation practice and curriculum development based on knowledge of evolving employment trends. All of our members are involved in the MA in Translation Studies, and some are also appointed to graduate programs outside our unit. This speaks to our interdisciplinary backgrounds and research profiles.

Of special significance regarding breadth of research is our involvement in teaching and research activities in several languages. Research/scholarly/creative activities within the School take many forms and are integral to our standing as academics. Such activities include, among many others, producing and translating research-based materials in French, Spanish, English and other languages.

The School puts research at the centre of its activities, as it informs our teaching. Conversely, our work as instructors strengthens our professional and research achievements. The School

encourages a robust culture of research and it expects that, while contributing to the scholarly community, its members also engage in a variety of activities that are not limited to traditional scholarly outputs. Its members' research also resides within and interrogates the spaces between scholarship, creative work and social/cultural activism. Some of our research projects can span several years and are process-oriented rather than product-oriented, yet we view this research as active in every sense. These activities are ongoing, vital and always present in our discourse, collaborations, classrooms, curriculum development and planning, and intra- and inter-institutional collaborations.

Individually and collectively, our members demonstrate their commitment to research and contribute dynamically to knowledge production in their respective fields, both within the institution and in the broader community. They have active research programs and a regular pattern of publications and engagement in research projects. At the same time, their research-based work may lead to knowledge mobilization through involvement in consultations on public policy, consulting for other institutions, and participation in a variety of cultural and social fora. Their research excellence is demonstrated through individual and collective output. Individual output is evidenced through traditional research indicators—e.g. publications—and through other, less traditional research outputs—e.g. consulting on translation and communications policies, and other related research-based services. Collective research output is also evidenced through a variety of research-focused activities, including membership and participation in the research group that is housed in the School, as well as active participation in research-intensive fora at Glendon and at York, including the CRLCC, Glendon's bilingual research unit. The School of Translation is one of the units that mobilizes most research-oriented activities every year at Glendon.

## **PRINCIPLES**

1. The principles, procedures and criteria for the School's Annual Research Release Program set out in this document are consistent with Article 18.15 of the YUFA Collective Agreement and are intended to be open, inclusive and equitable.
2. All permanent Professorial Stream YUFA faculty in the School with a regular 2.5 FCE or equivalent teaching load who demonstrate a regular pattern of research activity should expect to qualify for a 0.5 FCE release. Faculty who already have a research release do not qualify for this release. Faculty who already have a decreased teaching load not predicated on research and would be below 1.0 FCE with an additional release do not qualify for this release.
3. The School acknowledges that equity issues apply to all aspects of the Research Release Program, including evaluation of eligibility and allocation of research releases. It also acknowledges that patterns of research intensity for individual faculty members may vary for personal and professional reasons (e.g., parental leave, illness, administrative service positions, etc.). Factors mitigating regular research activities will be reasonably considered in favour of the applicant. Where such mitigating factors exist, a faculty member may include in his/her application one (1) extra year of past research activity, i.e., four (4) years rather than the three (3) stipulated in Procedures #2 below.

## **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 School's Research Release Sub-Committee to be set up by the Chair of the School; 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 School's Executive Committee.
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 School'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 School's Research Release Sub-Committee. If the rejection is upheld, any Faculty member may appeal in writing to the Principal.
7. In case of a disagreement, members are entitled to appeal under the procedures outlined below and in line with Article 18.15 (Research Release Program) and/or Article 9 (Grievance and Arbitration) of the YUFA Collective Agreement.
8. During the first two years of implementation of the Program, any faculty member who has either not applied for a release in Fall 2016 or has not been granted one for 2017/18 as a result of an application made in Fall 2016 may apply in Fall 2017 for a release to be taken in 2018-2019. Members who apply in Fall 2016 can also indicate their preference for a release to be taken in either 2017/18 or 2018/19, which the Sub-Committee will make every effort to accommodate.
9. All Sub-Committee recommendations will be submitted to the Principal of Glendon.
10. If the Principal does not accept the School Sub-Committee's recommendations for faculty release, members may exercise their right to grieve the decision in accordance with the YUFA Collective Agreement.

## **CRITERIA**

Every effort will be made to ensure that research activity is recognized in accordance with the norms and practices of the faculty member's area(s) and/or field(s) of work and expertise. While criteria for research activity fall within generally accepted disciplinary or field-specific norms, they also include activities that may be heterodox, interdisciplinary or non-normative given the diverse critical perspectives of our members. Furthermore, we consider significant levels of graduate supervision (defined below) to be an appropriate form of research activity, as mentoring research activities conducted by graduate students involves training future

researchers to contribute to ongoing scholarly conversations. This supervisory work is critical to developing the lively research culture in our unit, at Glendon, and in York University.

In determining whether a faculty member is “research active”, the School recognizes past, ongoing, and planned research activities in one or more of the three categories set out in 18.15. Indicators of an ongoing pattern of research activity may include, but are not limited to: three or more of the items listed below over a three-year period, at least one of which is a peer reviewed or critically reviewed activity that is equivalent in scope and stature to an article, irrespective of the mode of delivery, but excluding presentations. In specifying this period, we recognize that, in some years, faculty research output may be higher than in others; in general, we expect that our members would undertake at least two of the activities listed below on an annual basis.

As per 18.15, eligible research activities include but are not limited to:

- (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 ongoing research activity that is reasonably expected to result in outcomes and/or scholarly/creative activity as in (i) above.

Indicators of activities in these three broad categories include but are not limited to:

Category (i):

- Publications under review or forthcoming, including authored or co-authored books, edited or co-edited volumes/special issues, articles in a wide range of national and international refereed journals (in various languages), book chapters, articles in conference proceedings and other published scholarly outputs relevant to our fields, encyclopaedia entries, book reviews, teaching manuals, translations of literary and scholarly works. This includes the editing of a publication.
- Presentations at academic or non-academic conferences, festivals, symposia, public consultations and lectures.
- Ongoing professional activities that are reasonably expected to result in publications or research contributions, including attending skill-based workshops to expand professional practice.

Category (ii):

- Application for external research grants, pending or successful, and participation in research projects (externally or internally funded or unfunded, or otherwise recognized institutionally) as lead investigator or as team member.
- Involvement in pre- and post-award activities associated with grant applications.

Category (iii):

- Research-informed reports, articles in news and/or artistic magazines or newspapers

both in print and electronic media.

- Guest presentations and organization of/participation in local, national, and international conferences and colloquia.
- Significant support of research through teaching activities (i.e. research in pedagogical practices or other teaching development) or through the guidance and/or supervision of graduate students involved in major research projects (i.e. constant involvement in graduate supervision).
- Ongoing curation of Digital Humanities projects.
- Non-traditional research outputs and creative products such as cultural productions, curatorship of shows/exhibits, production of visual art, films, and/or performances.
- Positions as visiting faculty, fellowships and residencies, including serving as translator/scholar-in-residence with an organization or institution.
- Research-informed design or delivery of workshops, on-going seminars or study groups at York University or in the (inter)national professional community.
- Membership on advisory boards of professional and/or scholarly associations.
- Editorship or co-editorship of journals, membership on journal editorial boards— the School views this as external recognition on the part of the larger academic community.
- 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.
- Referee assessments of manuscripts, completed studies, or research proposals and/or participation in competition and accreditation juries.
- Awards for research excellence or other scholarly/artistic achievements.
- Development of and involvement in research-oriented institutional partnerships, including appointment to other university faculties and professional sector working groups.
- Participation in research-oriented physical and virtual spaces and platforms.
- Participation in research-focused university bodies.
- Evidence of community-based research and of efforts toward knowledge mobilization and research dissemination beyond academia and geared toward societal impact.
- Other creative or scholarly activities demonstrated to be integral to an individual's ongoing research program.

**SCHOOL OF TRANSLATION**  
**RESEARCH RELEASE PROGRAM**  
**ARTICLE 18.15 – YUFA NEW COLLECTIVE AGREEMENT**  
**Faculty Member Submission Form (2016)**

Name:

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Title:

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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)