

## **Department of Sociology, Glendon College: Annual Research Release Program Criteria**

### Preamble

The Research Release Program (see YUFA Collective Agreement, Article 18.15) grants a 0.5 teaching release to faculty members who are research active. This document identifies the principles, criteria and procedures that determine the eligibility of YUFA faculty within the Glendon Department of Sociology for this release.

### Principles

1. The Department of Sociology'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 of Sociology 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.

### Procedure

1. The annual call for submissions for the Research Release Program will take place at the commencement of the Fall Semester.
2. Eligible faculty will fill out the form below and submit it with a statement that clearly describes the candidate's research activities over the last three years, his or her ongoing research, and/or future plans for research activity. The statement is not to exceed one page.
3. Faculty submissions will be reviewed and adjudicated by the Department Chair, plus one full-time YUFA faculty member, who will be rotated every year. Recommendations will be based on the criteria below and in line with Article 18.15 of the YUFA Collective Agreement.
4. If the recommendation is not to award a release, the faculty member will be informed of the reason(s) in writing. If the faculty member requests reconsideration, their request will be assessed by all the full-time YUFA faculty members of the Department, excluding the faculty member in question.
5. All positive recommendations will be submitted to the Principal. If the Principal does not accept the recommendations, faculty members may exercise their rights to grieve the decision in line with section 18.15 of the YUFA Collective Agreement.
6. Faculty preferences as regards the timing of the release will be honoured. However, there is no guarantee that all preferences can be accommodated. The Undergraduate Program Committee reserves the right to align faculty preferences with curricular needs.

### Criteria

The Department of Sociology's 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 the Department'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.

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1.1 Within the discipline of Sociology 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.

1.2 Within the discipline of Sociology we also recognize that research activities may be heterodox, given faculty members’ diverse 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

**Glendon Sociology Department Annual Research Release Program**  
Faculty Member Submission Form

Name and

Title: \_\_\_\_\_

Please indicate the preferred year for which you are requesting a release (2017/18 OR 2018/19): \_\_\_\_\_

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