

Department of Computational Arts Research Release Procedures and Criteria

December 14, 2016

Research in the Department of Computational Arts

The Department of Computational Arts places research at the center of our activities, as it informs our teaching in much the same way that our work as educators strengthens our professional research and achievement. Research/scholarly/creative activities within the Department of Computational Arts take many forms. These activities remain integral to our standing as members of the academy and our array of work reaches across faculties, as well as outside of the institution itself. In addition, our department encourages a robust culture of research that does not rely upon traditional expectations of output as the only metric for contribution. This research also resides within, intervenes, and interrogates the spaces between scholarship and creative work. Many of our research projects span years of field study that are not yet linked to a product (e.g. a presentation, paper, software, hardware, installation or performance). We nonetheless view this research as active in every sense. They are ongoing, vital and always present in our discourse, collaborations, classrooms and departmental planning.

Research Release Procedures

As per 18.15 of the YUFA Collective Agreement, all tenured professorial stream and probationary faculty in the Department who have a normal teaching load of 2.5 courses and who are actively involved in research will have the option of applying for a research based teaching load reduction. The purpose of this program is to support research by providing a .5 FCE release from teaching to research-active faculty. Faculty who already have release predicated on research do not qualify for this release. Faculty who already have an offload not predicated on research and where a 0.5 FCE reduction would bring them below a 1.0 FCE do not qualify for this release. Faculty members who have received release under this program cannot teach extra courses on overload, except in emergency situations (replacing another faculty member on unexpected medical leave, for example).

As per 18.15 (e), research indicators include:

- (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 on-going research activity that is reasonably expected to result in the dissemination of research outcomes/scholarly/creative activity as in (i) above.

Below we provide a more extensive list of the range of research activities that faculty in the Department of Computational Arts regularly undertake and which may be used to demonstrate their eligibility for the research release.

In determining whether a faculty member is “research active,” the department recognizes past, ongoing, and planned research activities. In this, we acknowledge that patterns of intensity for individual faculty may vary for numerous reasons, both personal and professional. For the purposes of fairness and clarity, our department will refer to the Senate-approved Criteria for Tenure and Promotion when assessing faculty research activity, adjusted to a three-year rather than a six-year period. Faculty must demonstrate a level consistent with or above that of *High Competence* to be eligible for research release. In keeping with these expectations, our understanding is that faculty may demonstrate research activity with indicators occurring in category (i), or a distribution pattern across (i), (ii), and (iii).

However, the expectation is that faculty research activity will not be derived by indicators exclusively from category (iii) for the three-year period, nor will a research release be granted in any year based solely on activity indicators derived from graduate supervision.

Application Process and Criteria

Individual faculty members who wish to be considered for this release will send a one-page CV and a one-page statement to the Chair providing indications or evidence of such activity, recent, current or planned for the future. For some faculty members a research release may be granted on the basis of a recent record of research achievement, for others it may entail evidence of current and ongoing research activities, for others it may involve external funding and, finally, for others it may entail a combination of the above. In situations where faculty are requesting a research release for future research activities, they must provide information demonstrating that activities are underway, as well as a clear timeline for completing said activities within the research release year. The Adjudicating Committee will take this information into account when assessing the application.

Every effort will be made to ensure that research activity will be recognized in a way that is appropriate to the norms and practices of the faculty member's area of work and expertise. While criteria for research activity will fall within generally accepted disciplinary norms, criteria also include research activity that may be heterodox, interdisciplinary, or non-normative given the diverse critical perspectives of faculty within the unit. We further note that graduate supervision involves training future creative researchers to contribute to ongoing artistic and scholarly conversations and that this supervisory work (in both its primary and secondary forms) is critical to developing York's lively research culture. For these reasons, we consider significant levels of graduate supervision (defined below) to be an appropriate form of research activity. Attention will be given to equity issues. Any factors mitigating research activity, e.g. parental leave, elder care leave, or extraordinary service contributions, will also be considered.

Indicators of such activities may include, but are not limited to, three or more of the items listed below over a three-year period. In specifying this period, we recognize that in some years faculty research output may be higher than in others; in general, we would expect that faculty would be undertaking at least two of the activities listed below on an annual basis, though acknowledge that some years may be more fallow than others or may involve extensive labour setting research infrastructure in place without any discernible output. In this, we recognize that many projects involve multiple stages and that in some cases presenting iterations of a project is critical to its development. We further recognize that some faculty may wish to use the research release to enhance their research productivity. In situations where applicants are unable to demonstrate High Competence in their previous research output due to mitigating factors, they must demonstrate, through documentation, that they will have achieved High Competence in their research activities by the end of the research release period. The Adjudicating Committee will take this information into account in assessing the individual's subsequent application.

Eligible research activities include but are not limited to:

Category (i)

- Dissemination of research in the form of books, book chapters, journal articles, reports, book reviews, articles in conference proceedings, internet articles, opinion pieces, or material submitted, under review, or forthcoming. This includes the editing of a publication.
- Publication or dissemination of research in the form of exhibitions, installations, internet works, performances, screenings, festivals, commissioned public art projects, software, hardware, and events.
- Papers or presentations at academic or non-academic conferences, festivals, symposia, and public lectures.
- Activities that are reasonably expected to result in publications or contributions, including but not limited to: undertaking fieldwork or archival research; attending skill-based workshops to expand creative practice;

serving as artist/scholar-in-residence with a company, arts institution, or other organization; presenting conference papers or workshop presentations, or works in progress.

Category (ii)

- Major grant applications, pending or successful, that will significantly impact the applicant's level of research/scholarly/creative activities.

Category (iii)

- Any work-in-progress or activity that promises to result in publication, distribution or public presentation, including lectures, conferences and invited talks.
- 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. significant levels of graduate supervision). By this, we mean a supervisory load of four or more primary graduate supervisions to completion at the MA, MSc, PHD, MFA level or seven or more secondary graduate roles including but not limited to serving on doctoral and examination committees over the three years.
- Other creative or scholarly activity that are demonstrated to be integral to an ongoing research program

Adjudication Process

Applications will be reviewed following the procedure and criteria collegially agreed upon by the department. Just as our tenure-process is founded upon assessment through peer review, we believe our own internal committee structure, in particular the Faculty Assembly consisting of all those appointed to the Department (currently six active members), would serve as an ideal body for this process. The Assembly will review faculty applications for research leave and submit recommendations to the Dean, in the form of a summary statement, for final approval. As per the YUFA CA, Article 18.15 (c):

Where a recommendation for a 0.5 FCE research-based teaching load reduction is not accepted by the Dean/Principal, the Dean/Principal shall set out in a written reply to the Chair with a copy to the applicant the reason why the recommendation was not accepted. Such decisions shall be subject to the grievance and arbitration provisions of Article 9.

Individuals may apply for this release on a yearly basis, with a call for applications being forwarded to all faculty members no later than August 15th. The deadline for receipt of the application (one-page statement + one-page CV) by the Chair will be September 1st each year. The committee will notify faculty by September 30th of the decision. If the recommendation is not to award a release, the faculty member will be informed in writing with reasons. The member may request reconsideration. The committee's recommendations will be forwarded to the Dean no later than October 15th. The Dean will respond by November 1st, in order to allow for workload assignments to be integrated into the following year's planning exercise.