

Faculty of Health
Principles for the Allocation of Course Release*
for Externally Funded Research Projects

(*outside of the Research Release Program described in section 18.15 of the YUFA Collective Agreement)

The Faculty of Health is committed to growing and investing in research and graduate education. To do so, we must efficiently leverage external funds in order to reinvest in research at every opportunity. It is acknowledged that some large-scale and/or partnered research undertakings require significant time commitment, and in some circumstances, teaching release may be required. It is understood that those leaving the classroom to conduct additional research will engage with graduate students outside the classroom through mentorship and teaching within research projects.

This document outlines the principles, understandings, and procedures for the requested allocation of additional course release in support of externally funded research projects within the Faculty of Health.

Principles for Allocation (outside of the Research Release Program)

Eligibility for release:

- Full time, professorial tenure stream faculty teaching more than 1.0 FCE annually
- Faculty (as defined above) holding external research funding as PI or co-PI (or equivalent)
- Research-related course release may be combined with administrative release, provided a minimum teaching load of 1.0 FCE is maintained. If the combination of administrative and research release would bring a teaching load below 1.0 FCE, the research release will not be applied.
- Cannot be combined with overload teaching commitments.
- Course release arrangements related to research Chairs or salary awards (e.g. CIHR New Investigator Awards, York Research Chairs) are handled separately. Faculty members who hold Chairs or salary awards will not receive additional research-related course release.

Release on a full cost recovery basis from external research funding may be approved so long as:

- teaching release is an eligible grant expense
- a minimum 1.0 course load is maintained
- releases are taken in the year for which they are approved, and normally cannot be banked
- the Chair supports and Dean (or delegate) approves the release
- When course release is charged against a grant or contract, it will be valued based on an average of professorial tenure-stream salary/benefit costs – see table below.

Release paid for by the Dean's Office in support of large-scale and complex research projects may be approved so long as:

- a minimum 1.0 course load is maintained
- releases are taken in the year for which they are approved, and normally cannot be banked
- the Chair supports and Dean (or delegate) approves the release
- the grant/contract application has met all mandatory internal Faculty of Health and VPRI deadlines for review
- the grant/contract covers the cost of graduate students enrolled in a Faculty of Health-affiliated graduate program (i.e., Psychology, Kinesiology & Health Science, Health, Nursing, and/or Critical Disability Studies), to an equivalent value of the cost of course release requested, at a minimum
- When course release is provided by the Faculty as a contribution to a grant or contract, it will be valued based on an average of professorial tenure-stream salary/benefit costs – see table below.

NOTES:

- Valuation according to these guidelines will commence for new commitments effective 1 October 2017. Existing grant budgets will be honoured.

- Should the conditions of your external funding not correspond to the formula noted above, please contact the Research Support Office.

Graduate Program	Level	Minimum Graduate Student Costs*
Critical Disability Studies	Masters	\$15,000
	PhD	\$22,721
Health	Masters	\$15,000
	PhD	\$22,721
Kinesiology & Health Science	Masters	\$18,877
	PhD	\$22,721
Nursing	Masters (thesis)	\$15,000
	PhD	\$22,721
Psychology	Masters	\$18,877
	PhD	\$22,721

Unit	Average Value of 0.5 FCE*
Department of Psychology	\$24,345.79
School of Health Policy & Management	\$18,466.15
School of Kinesiology & Health Science	\$24,345.79
School of Nursing	\$18,466.15

*Values are for 2017-18 academic and fiscal years. Figures will be updated periodically.

Request Procedure

To request course release in support of research, please send the following to the Research Support Office, Faculty of Health:

- a full copy of the complete draft or complete funding application, including a complete and detailed project budget;
- confirmation that the home unit Chair/Director is supportive of the request;
- a description of why the project demands additional time (including information about scale of project or partnerships involved); and
- a detailed annual plan for how much release is requested in each year of the grant, taking sabbatical and other activities into consideration.

All of the above also apply for co-PI requests for release as well.

Please allow 20 business days for the consideration of your request in advance of any external funder deadlines.