



University  
of Windsor

**Policy Title:**

FACULTY OF EDUCATION TEACHING RELEASE SUPPORT FOR MULTI-YEAR SOCIAL SCIENCES AND HUMANITIES RESEARCH COUNCIL (SSHRC) GRANTS

Date Established: October 1, 2017

Office with Administrative Responsibility: Dean's Office

Approver: Dean

Revision Date(s): January 2021

**Policy Statement:**

To support Faculty of Education members who receive multi-year SSHRC grants in realizing their research program objectives, including providing time for faculty members to mentor students as research assistants.

**Value:**

For multi-year awards between \$50,000 and \$100,000 in total value: One full course equivalent teaching release.

For multi-year awards between \$100,000 and \$200,000 in total value: Two full course equivalent teaching releases.

For multi-year awards between \$200,000 and \$400,000 in total value: Three full course equivalent teaching releases.

For multi-year awards exceeding \$400,000 in total value: Three full course equivalent teaching releases. Additional course releases for awards exceeding \$400,000 may be requested, but they are at the discretion of the Dean.

Any course release described above shall be understood as a reduction of the faculty member's teaching load, not a course buyout. However, for the purpose of accounting for in-kind contributions on a grant application, the value of each course release shall equal the minimum charge to buy out a course under the University of Windsor course buyout policy (<https://www.uwindsor.ca/provost/322/policies-and-procedures>).

**Eligibility:**

Full-time Faculty of Education members who are awarded SSHRC multi-year funding as the Principal Investigator. A full-time Faculty of Education member who is the Principal Investigator may transfer one or more of their course releases to a co-investigator, who must also be a full-time Faculty of Education

member, only with advance permission of the Dean. Otherwise, the teaching release is not transferable to any other member of the grant team or to a different institution or faculty.

Full-time Faculty of Education members who are awarded SSHRC multi-year funding as co-investigators on grants in which the Principal Investigator is from another institution or faculty, and whose proportion of the overall grant meets or exceeds the values noted above, may, at the discretion of the Dean, be given consideration for a course release.

**Types of Initiatives:**

SSHRC Partnership, SSHRC Partnership Development, SSHRC Insight, SSHRC Insight Development\*

\*At the discretion of the Dean, this policy may be applied to other SSHRC multi-year awards not mentioned above, to multi-year grants from the Canadian Institutes of Health Research (CIHR) and the Natural Sciences and Engineering Research Council of Canada (NSERC), or to another granting agency that has excluded course release support from its funding.

Smaller one-year grants (e.g. SSHRC Connection, and Partnership Engage) will not be covered by this policy and will not normally be provided course release support.

**Submission Deadline:** Faculty members will be contacted by the Dean following Notice of Award to confirm eligibility

**Process:**

- The faculty member must secure written agreement from the Dean for any such course releases in advance of submission of the grant application.
- As per the Collective Agreement Article 5:08 (d), a faculty member's teaching assignment will not be reduced to fewer than 2 courses in any given academic year.
- The timing of the teaching release must be done in consultation with the Dean, keeping in mind teaching load and course scheduling.
- The teaching release must be taken while the faculty member actively holds the grant.
- During a semester in which the faculty member has a course release, they will continue normal responsibilities associated with teaching, including supervising graduate students, committee work, and all other regular faculty responsibilities.