September 22, 2022

Parameters for the Awarding of Course Load Reductions for Service Related to Equity, Diversity and Inclusion (EDI) through Article 19.33 in the York-YUFA Collective Agreement

Collective Agreement Provision

SERVICE IN RESPECTIVE OF EQUITY, DIVERSITY AND INCLUSION

19.33 The University will provide an annual fund in the amount of $100,000 for the purpose of providing a course load reduction to support service relating to/in support of Equity, Diversity and Inclusion (EDI) by faculty and librarians and archivists who self-identify as Indigenous or as members of racialized groups.

This fund will be application-based and administered by the Office of the Vice-President Equity, People and Culture. Approval of applications for course-load reductions through this Fund will be in consultation with the Applicant's Dean or Principal.

Purpose

Course load reductions through this fund are intended to provide recipients with additional time within normal workload to engage in service activities in support of or relating to Equity, Diversity and Inclusion (EDI).

All application will be considered, with highest priority given to proposed service activities that:

a. advance or implement aspects of the York University Equity, Diversity and Inclusion Strategy, including the Indigenous Framework for York University; Framework to Address Anti-Black Racism; and/or Faculty/School/Department equity, diversity, inclusion, and decolonization (EDID) plans; and

b. have the potential for broader impact or application beyond the period of the course release (i.e., are more than a "one-off" activity with no broader potential for impact).

Up to eight 0.5 Full-Course Equivalent (FCE) course load reductions will be available per academic year. In exceptional circumstances based on the proposed service activity, a course load reduction of 1.0 FCE may be awarded, which would result in fewer available awards in the applicable year. For example, if a course load reduction of 1.0 FCEs was awarded to an applicant, the total number of available course load reductions would be 7 (1 award at 1.0 FCE and 6 awards at 0.5 FCEs).

Criteria for assessment

1. Potential impact of the proposed service activity.

2. Clarity of the description of the proposed service activity, including how the course load reduction is instrumental to its completion

3. Feasibility of the proposed service activity during the period of the course load reduction.

4. As applicable, how the proposed service activity aligns with or relates to other EDI related service activities or initiatives in the Department and/or Faculty and/or University.

Expectations

1. Course load reductions through this fund cannot be combined with any other reductions in professional responsibilities (e.g., per Article 18.11) relating to the activities or project for which application to this fund has been made.

2. Course load reductions through this fund must be taken in the year for which they are awarded other than in exceptional circumstances approved by the Office of the Vice-President Equity, People and Culture (VP EPC) in consultation with the recipient's Dean or Principal or designate.

3. Successful applicants are expected to undertake no overload teaching during the period of the course load reduction through this fund other than in exceptional circumstances with the approval of the Office of the VP EPC in consultation with the recipient's Dean or Principal or designate.

4. Priority will be given to applications from Individuals who have not received a course load reduction through this fund in the previous two academic years.

5. Successful applicants will be expected to submit a one-page or two-page (maximum) report to the Office of the Vice- President Equity, People and Culture within six months following the end of the period of course load reduction describing the activities/project outcome(s) during this period, and such reports will be required to accompany any subsequent application for a course load reduction through this fund.

Adjudication

Applications will be reviewed by the Vice-President Equity, People and Culture together with the Associate Vice-Presidents in the Office of the VP EPC. The Office of the VP EPC will consult with the applicants' Dean or Principal prior to making a final decision on the awarding of the course load reductions.

Timelines

Applications for a course load reduction will be due by no later than April 1st preceding the year in which the course load reduction will be exercised (e.g., April 1, 2023 for the 2023-24 academic year) and decisions will be announced by May 1st.

Applications for a course load reduction during the 2024-2025 academic year will be due by **March 1st, 2024**. Decisions will be announced by May 1st, 2024.

Please note that if all of the available course load reductions are not awarded among applications submitted by the May 1st deadline, a second call may be initiated with an abbreviated timeline for applications.

Updated November 29, 2023