

# **Faculty of Engineering Policy on Balancing Teaching, Research and Service Contributions**

**Revised November 2013**

1. It is the expectation that all tenured and tenure-track faculty members will contribute in significant and measureable ways to all aspects of the life of the Faculty, including teaching, research and community service.
2. The balance between teaching, research and assigned community service will vary from one faculty member to another depending on interests, talents and opportunities and departmental needs.
3. Whereas teaching and some aspects of community service duties are assigned by department chairs, the level of research activity and of voluntary community service activities are largely up to individual faculty members.
4. Voluntary community service activities, whether on university governance and advisory bodies, or in professional organizations outside the university, should be largely viewed as “extracurricular” in nature. They should not therefore be seen as diminishing a faculty member’s capacity for teaching, research and assigned community service, except by prior agreement with the department chair and the Dean.
5. Tenured faculty who are less involved than most of their peers in research can be deemed by their department chair to have additional capacity and may therefore be assigned additional teaching responsibilities above the departmental norm (three courses per year), up to a total of six courses per year.
6. This policy does not define a fixed threshold for research activity in order for this policy to be applicable. This policy will not be applied to tenure-track faculty members whose tenure decisions are still pending.
7. In exceptional circumstances tenured faculty who are less involved than most in research may be assigned substantial additional service activities in place of additional teaching.
8. In general, eligibility for research leaves requires that a faculty member “have a satisfactory record of scholarly achievement since the beginning of the previous research leave” (SPS C1). The assignment of additional teaching responsibility may result in altering the expectation of such scholarly achievement in line with the change in expectations. However, in such cases, faculty members will need to

demonstrate that they will use their leave either to develop new research capability or devote their time to pedagogically oriented scholarship.

9. In exceptional circumstances tenured faculty may be deemed by their department chair or Dean to be carrying a very heavy service or research administration contribution on behalf of the university. Under these circumstances the Chair may recommend to the Dean that a reduced teaching contribution (typically one unit) may be assigned. The period of reduced teaching should not extend for more than three years.
10. Faculty whose balance between teaching, research and assigned community service is changed due to this policy will, with their consent, be awarded merit (CP/M) using a formula that is weighted to more accurately reflect this balance.
11. The research activity levels of faculty members subject to this policy will be reviewed on an annual basis.