

Research and Scholarship Leave Notes

Pursuant to Article 16 (Research & Scholarship Leaves) of the
Collective Agreement Between the Board of Governors and the Faculty Association

The primary purpose of granting a Research & Scholarship Leave is to enhance the quality of the academic staff member as a scholar and as a teacher, thereby assisting the University to achieve greater excellence in its basic areas of responsibility ð effective teaching and the advancement of learning. [CA 16.2]

A Research & Scholarship Leave will be granted only when the proposed utilization of the Research & Scholarship Leave will be of mutual benefit to the staff member and the University. The benefit shall be judged in terms of any combination of research, scholarly work and teaching. [CA 16.2.1]

Consequently, each individual's plans for a Research & Scholarship Leave will be unique. In these circumstances, it is both undesirable and impractical to attempt to spell out highly specific requirements for what shall and shall not be included in a leave application. However, it should be recognized that the better the case presented, the greater will be the applicant's chance of being awarded the leave. Sketchy or vague information in the critical areas of objectives, itinerary, or relationship of the leave proposal to work at the University of Calgary will clearly be disadvantageous to the applicant.

Careful and complete consideration must be given to detailing the arrangements made to cover all of the applicant's duties during their absence. The Department Head or equivalent is responsible for ensuring that adequate coverage has been made for undergraduate teaching duties. However, the applicant is responsible for proposing suitable arrangements for:

- ¥ supervisory commitments at the undergraduate level
- ¥ graduate student supervision (requires approval of the Dean of Graduate Studies)
- ¥ continuation of contract research with Research Services
- ¥ committee assignments
- ¥ administrative responsibilities

Staff members in units where new programs have recently been introduced and where their special expertise and qualifications have been cited in support for the new program should give special attention to documenting in their application that their absence will not be detrimental to the new program.