



RELEASE-TIME TEACHING FELLOWSHIPS

Article 19.32

YUFA COLLECTIVE AGREEMENT

These fellowships are intended to provide recipients with the opportunity to develop innovative teaching and learning projects or to enhance their own teaching skills (as opposed to disciplinary competence), when such development or enhancement could not take place in the context of a full teaching load.

Highest priority will be given to projects whose results are applicable to other instructors and teaching units. Projects will be judged as to their innovation or creativity, including the application of ideas to York developed elsewhere. Special attention will be paid to the potential to improve the learning experience for York students. The following expenses are ineligible: the development of routine course materials, the purchase of computer hardware, the expenses incurred in cataloguing resources and inviting guest lecturers to speak to individual classes. When other criteria are satisfied, conference travel expenses are eligible. Activities supported by these fellowships are expected to go well beyond what is normally required in the development of a new course.

ELIGIBILITY

Full-time faculty in tenure-stream appointments. Joint applications, requesting a total of no more than 1/2 release time for a year (i.e., a maximum of .75 to 1.5 courses release time, depending on the normal load in the Faculty, for the whole project), will also be entertained. CLAs may apply to the program as part of a joint project but may not apply on their own.

Individuals may apply for a reduction of up to half their normal course load. Lesser awards will also be made. Faculties will be reimbursed for release time at part-time rates, with the understanding that the funds provided will be made available to the applicant's home unit.

While this program does not provide for research, travel, or other funding, applicants may also apply simultaneously for a Teaching-Learning Development Grant for such expenses. Faculties are also urged to make modest sums for operating or travel expenses available to recipients of Teaching Fellowships.

CONDITIONS

1. Successful applicants will be expected to make a report to the Joint Committee within six months of the termination of the grant, including an evaluation of the project's success. They will also be expected to offer a talk or seminar on the results of their project for other interested faculty members and/or to write a brief article for *a* York publication of wide internal circulation.
2. Successful applicants are expected to undertake no overload teaching at York or elsewhere during the period they are carrying release time. (If the release time covers the period September to May, successful applicants might teach overload during the summer, however; or if release time applies in one term, they may teach overload in the other term.)
3. Faculty may not normally receive more than one Release-Time Teaching Fellowship under this program within a five-year period.

CRITERIA

1. Degree to which the proposed work is directed toward improving the process of teaching rather than disciplinary competence.
2. Clarity and specificity of description of how the project is to be carried out.
3. Clarity and specificity of the description of the product of the proposed work.
4. Degree to which results of the project will be useful to other teachers.
5. Feasibility of the proposed work.
6. Degree of innovation of the project.

APPLICATION PROCEDURES

Please refer to the [YUFA website](#) for an application form.

Please note: We have moved to email submission. All supporting documents are required and applications will only be accepted by email.

Please compile all your supporting documentation and send it as one single PDF document to leaves.yufa@gmail.com with "Release-Time Teaching Fellowship Application" in the subject line.

The Joint Committee requires the completed application form, including the project description, names, titles and addresses of three persons who have been asked to attest to the usefulness of the project and your ability to complete it successfully (referees should be advised of the deadline and their letters should be emailed directly to leaves.yufa@gmail.com) a statement from the Chair or Dean/Principal/University Librarian and a current curriculum vitae including information on your teaching experience.

Applications are to be submitted by **November 17, 2025** to leaves.yufa@gmail.com.