



MEMORANDUM DCD #8, 2023-24

To: Chairs, University of Toronto Scarborough
Cc: Chairs' Assistants
From: Professor William A. Gough, Vice-Principal Academic & Dean
Professor Jessica Fields, Vice-Dean Faculty Affairs, Equity, & Success
Cc: Professor Irena Creed, Vice-Principal Research & Innovation
Date: 30 November 2023
Re: Guidelines: Teaching Releases to Support Research and Scholarship
Note: For broad distribution



We are pleased to share the recently developed U of T Scarborough Teaching Release Guidelines, available [online](#). You will find guidance to support Chairs working with faculty seeking teaching relief to support their research and scholarship. We outline, for example, plans to support faculty who've received prestigious fellowships and Tri-Council Partnership Grants; teaching releases for pre-tenure and pre-continuing status faculty; and funding arrangements.

The guidelines reflect a tri-campus effort to clarify practices regarding research and study leaves. They thus engage with the Faculty of Arts & Sciences (FAS) Supplementary Administrative Guidelines to the Provostial Guidelines on Research and Study Leaves and the University of Toronto guidelines on Research and Study Leave. In addition, the guidelines reflect consultations with decanal colleagues on other University of Toronto campuses and conversations between the Office of the Vice-Principal Academic & Dean and the Office of the Vice-Principal Research & Innovation, as well as discussions with U of T Scarborough department Chairs.

We thank you for your input as we developed these guidelines and for your support of faculty research and scholarship.