



2027-28 BUFA COURSE RELEASE APPLICATION

Please submit this form to your Chair/Director to be considered for a half-course release under **Article 23 - Workload Release** of the 2026-29 Collective Agreement between Brock University and the Brock University Faculty Association (BUFA).

This application will be reviewed by the voting members of your home Department/Centre, as outlined in **Article 23.01 k**. Please observe the internal deadline set by your Department/Centre.

Applicant Name

Department/Centre

Date

In the space provided (2 pages), please demonstrate how your *“research/scholarly/creative activities, or unscheduled teaching, or service, or combination thereof results in workload significantly beyond the expectations set out in Article 24.”* (Article 23.01 b.) The criteria for applications (Article 23.02) are:

a. Criteria related to unscheduled teaching:

- i. Demonstrated completion of unscheduled teaching significantly beyond the expectations for unscheduled teaching (which may include evidence of professional development activities regarding supervision practices);
- ii. Consideration of the Normal Workload Standards for departments within the Faculty;
- iii. Consideration of the quality of the unscheduled teaching performed;
- iv. The volume and nature of the work and the number of students supervised.

b. Criteria related to research, scholarly, and/or creative activity:

- i. Explanation of their research plan, demonstrating how their research, scholarly and/or creative activities results in workload significantly beyond the expectations set out in Article 24 or 25;
- ii. Quality of planned research;
- iii. Indication of how the release will facilitate the achievement of planned research;
- iv. Plan for knowledge mobilization, impact, and growth of institutional research capacity;
- v. Demonstrated capacity of applicant to enact the planned research.

c. Criteria related to service:

- i. Demonstrated completion of service significantly beyond the expectations set out in Article 24 or 25;
- ii. Consideration of the quality and impact of the service contributions;
- iii. The volume and nature of the work involved in the service.



