

Complete Title:	<b>Guidelines for Balancing Teaching, Research and Service</b>
Approved by:	<b>FHS Faculty Executive Committee</b>
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Next Scheduled Review:	<b>n/a</b>
Responsible Executive:	<b>Dean &amp; Vice President, Health Sciences</b>
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1. It is the expectation that all tenure and special stream faculty members (“faculty members”) will contribute in significant and measureable ways to all aspects of the life of the University, through a combination of teaching, research/scholarship and University service.
2. The balance among teaching, research/scholarship and University service can vary across departments and schools and from one faculty member to another depending on skills, interests, opportunities and departmental needs. While teaching, research/scholarship and service may constitute 40%, 40% and 20% respectively of a faculty member’s contribution in some areas of the Faculty; it is not uncommon for the percentage weighted to teaching to vary in relation to clinical activity and/or research/scholarship commitments and to be recognized as 20% in other areas of the Faculty.
3. Notwithstanding the standard described above, the particular balance of teaching, research/scholarship and University service will vary within a normal range both across faculty members at a given point in time and over time for an individual faculty member as careers progress. In the Faculty of Health Sciences, the specific contribution relevant to an individual faculty member is normally documented on the R4 form. The annual career review allows for the Department Chair<sup>1</sup> and the faculty member to discuss such

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<sup>1</sup> Any reference to the Department Chair shall also include the Vice Dean, Health Sciences and Executive Director, School of Nursing, and Vice Dean, Health Sciences and Executive Director, School of Rehabilitation Science

fluctuations, as well as to review the research/scholarship activity levels of a faculty member whose contribution expectations have been adjusted subject to this policy.

4. Faculty members who have become less active in research/scholarship and whose productivity in this area has waned relative to their previous norm and the norms of the Department/School will be deemed to have capacity and will typically be assigned additional teaching responsibilities and possibly service responsibilities above the departmental norm. This decision will be made at the discretion of the Department Chair. Normally the balance amongst research/scholarship, teaching and service expected of a tenure-track or special faculty member will not be altered while their tenure/CAWAR decision is still pending.
5. Faculty members whose assigned teaching or University service is to be altered due to this policy will be notified in advance by the Chair. The process is initiated by arranging a discussion with the faculty member in advance of providing written notification of the change.
6. Faculty whose balance among teaching, research/scholarship and University service is changed pursuant to these guidelines will be awarded CP/M using a formula that is weighted to more accurately reflect this balance.