



## POLICY ON VICTORIA COLLEGE FELLOWS AND ASSOCIATES

### I. Principles

Victoria College forms part of a community that has a long and distinguished history of service, teaching, and scholarship. Invitations to Victoria College Fellowship should be extended to those who may both benefit from and contribute to this academic community. Beyond the commitment to the community, no one criterion should govern the selection process. Rather, Victoria College should seek a diversified representation that honours the educational mission of the College both inside and outside the classroom. The College must seek a balance between Victoria's traditions and its future directions by having each appointment enhance College life. A commitment to teaching, scholarship, and service is essential for all Fellows.

The fundamental purpose of College Fellowship is to support collegiality across the disciplines of research and study. Fellows have both responsibilities and privileges. The College helps to support their scholarly activities and welcomes them into the collegial and social life of the community. They are expected to participate in the various aspects of collegial life and to contribute to the education of students by teaching and mentoring, in formal and informal ways.

In considering individuals for College membership the Fellows Committee must be informed of the direction of Victoria by seeking advice from the Victoria College Council and from the Principal. Contributing to Victoria's mission, whether it is through appointments of Fellows from within the University, or reaching out to the wider community, must govern the Fellows Committee's recommendations.

### II. Categories of Members

The categories of membership are Fellow, Associate, Junior Fellow, and Fellow Emeritus/a.

All members have access to the Senior Common Room, High Table, and the Pratt Library.

#### 1. Fellows

Fellows hold or are expected to hold continuing or renewable appointments of 50% or more in Victoria University or in the University of Toronto. All Fellows will be expected to participate in the life and work of the College. Fellows, up to retirement, shall normally:

- a) Make the College their primary campus address. With the approval of the Chair or Dean of the Fellow's home unit, the College will normally offer office space to Fellows.
- b) Attend meetings of Victoria College Council.
- c) Serve on at least one College committee annually, such as a committee of Council, Senate, or the Board of Regents.

- d) Participate regularly in College functions and events such as Convocation, student awards dinners, and academic orientation events.
- e) Participate in the mentoring, supervision, and advising of students through such activities as College mentoring programs, supervising independent studies, serving as a faculty advisor to student clubs or publications, or other co-curricular activities.
- f) To the extent possible given other contractual obligations, teach in Victoria College courses or programs.

New Fellows will be offered a term appointment of up to five years (renewable). At the end of the first five-year term of a Fellow, the Fellows Committee shall, following a review, recommend either the renewal of a five-year appointment, or the granting of a continuing appointment as Fellow, or the end of the appointment upon the conclusion of its fifth year. A continuing Fellowship will only be offered if the arrangement is mutually agreeable to the Fellow, the Fellow's home unit, and Victoria College. If an individual ceases to hold an academic appointment (50% or greater) at Victoria University or the University of Toronto, the Fellowship will end together with the appointment.

Honorary Fellows may be appointed from either within or outside the University of Toronto for distinguished achievement, preferably in a field related to the academic activities of the College. It is expected that Honorary Fellows, to the extent possible, will have an involvement on the Victoria campus. Their number shall be limited to three.

## **2. Associates**

Associates are individuals holding appointments in Victoria University or in the University of Toronto or from the outside community. Associates may come from a number of categories as set out below:

- a) Members of the part-time (50% or less) academic staff of Victoria University.
- b) Members of the academic units resident at Victoria College.
- c) Individuals who contribute to the educational and/or research mission of Victoria College.

Associates will be offered a term appointment of up to five years (renewable), to be set by the Fellows Committee. At the end of the first term of an Associate, the Fellows Committee shall, following a review, recommend either the renewal of the appointment for a specified term, or the granting of a continuing appointment as Associate, or the end of the appointment.

## **3. Junior Fellows**

Post-doctoral or doctoral students associated with Victoria College may be nominated as Junior Fellows for a term of up to five years (or ending when they cease to be doctoral or post-doctoral candidates, if earlier).

#### 4. Fellows Emeriti/ae

Upon application, with the approval of the Fellows Committee, a Fellow shall become a Fellow Emeritus/a of Victoria College upon retirement for a three-year term, reviewed and renewable every three years.

### III. Procedures

1. The Principal shall call for nominations from the Victoria College community and shall submit a list of nominees for the status of Fellow, Associate, and/or Junior Fellow to the Fellows Committee (constituted according to the by-laws of Victoria College Council). Nominations will include, at a minimum, a letter from the nominator outlining the rationale for the nomination, and the CV of the candidate. The call for nominations will normally be issued in the fall term, and decisions made in the spring.
2. The main criteria for Fellowship shall be the ability to contribute meaningfully to the academic and/or research mission of Victoria College, and willingness and availability actively to fulfil the responsibilities of Fellows. Other factors that should be taken into account are an appropriate generational balance and a reflection of the academic profile of the College (e.g., the disciplinary spread of Victoria College students, College programs, etc.).
3. The Fellows Committee shall invite the nominees whom it judges suitable for membership to visit the College and meet with members of the Committee.
4. Before any final decision is taken, the Principal shall, following the terms of the Federation Framework Agreement, secure the approval of the head of the relevant academic unit and, as appropriate, the Dean of the Faculty with which the nominee is associated.
5. The Fellows Committee shall submit its recommendations to Council for approval.
6. The Principal shall send the list of approved nominations to the President for transmission for information to the Board of Regents.
7. A Fellow, Associate, Junior Fellow, or Fellow Emeritus/a in Victoria College may be terminated for cause. A Fellow or Associate may also be terminated for resignation from the faculty of the University of Toronto or Victoria University, to be communicated in writing to the Principal, or by non-renewal at the end of the appointment term.
8. The Principal shall write to every new member explaining the obligations and privileges of membership according to his or her category.

*Approved by Victoria College Council, 17 March 2014*