



**FOR  
RECOMMENDATION**

**PUBLIC**

**OPEN SESSION**

**TO:** Planning and Budget Committee

**SPONSOR:** Cheryl Regehr, Vice-President & Provost  
**CONTACT INFO:** 416-978-2122, [provost@utoronto.ca](mailto:provost@utoronto.ca)

**PRESENTER:** Same as above  
**CONTACT INFO:**

**DATE:** April 27, 2022 for May 4, 2022

**AGENDA ITEM:** 4

**ITEM IDENTIFICATION:**

Proposal to establish the Centre for Caribbean Studies as an Extra Departmental Unit (EDU) B, effective July 1, 2022, Faculty of Arts & Science (FAS).

**JURISDICTIONAL INFORMATION:**

The Planning and Budget Committee is responsible for making recommendations to the Academic Board on plans and proposals to establish, disestablish or significantly restructure academic units, here defined as "faculties, schools, colleges, departments, centres and institutes with teaching, or teaching and research functions, undergraduate degree programs, and graduate degree programs," regardless of the source of funds. (*P&B Terms of Reference, Section 4.4.1*)

Proposals for Extra Departmental Units are considered and recommended for approval, pursuant to the *Policy on Interdisciplinary Education and Research Planning (2007)* and the associated *University of Toronto Guidelines for Extra Departmental Units*.

**GOVERNANCE PATH:**

- 1. Planning and Budget Committee [for recommendation] (May 4, 2022)**
2. Academic Board [for recommendation] (May 26, 2022)
3. Executive Committee [for endorsement and forwarding] (June 14, 2022)
4. Governing Council [for approval] (June 28, 2022)

## **PREVIOUS ACTION TAKEN:**

The proposal to establish the Centre for Caribbean Studies as an EDU:B, Faculty of Arts & Science, effective July 1, 2022, was approved by the Faculty of Arts & Science's Faculty Council on April 20, 2022.

## **HIGHLIGHTS:**

This is a proposal to establish the Centre for Caribbean Studies (CCS) as an Extra Departmental Unit Type B (EDU:B), effective July 1, 2022. The EDU:B will be the academic home for the existing Caribbean Studies programs and community.

The first program in Caribbean Studies was established in 1995 at New College and quickly expanded to offer three degree programs (Major, Minor, and Specialist) by 2006. The Caribbean Studies programs combine a highly interdisciplinary curriculum focused on the humanities and the social sciences with a primary emphasis on intellectual decolonization and challenging systematized forms of inequity.

The creation of a centre solely focused on the Caribbean will allow for expanded research and education opportunities across the Caribbean. As an EDU:B, the new unit will take on responsibility for the existing undergraduate degree programs, hold minority budgetary tenure and teaching stream appointments, administer research funds under some circumstances. It will forge the development of an intellectual hub around which a critical mass of faculty with shared commitments to Caribbean Studies as an area of interdisciplinary focus for research, teaching, learning and community engagement can coalesce.

The creation of the CCS as an EDU:B aligns with one of the key recommendations of the programs' 2019-2020 UTQAP review. In response, the Dean's Office initiated consultation with the Director of Caribbean Studies and leadership in New College to explore establishing a Centre for Caribbean Studies as an EDU:B. Positive feedback and a strong consensus from that phase of consultation culminated in the pursuit of EDU:B status for a Centre for Caribbean Studies.

As indicated above, the undergraduate Caribbean Studies programs will be offered through the EDU:B. The proposal also indicates that the CCS anticipates the creation of a graduate Collaborative Specialization in the area which it would support. In coming years, as a critical mass of faculty capacity and breadth of expertise coalesce, the Centre will consider proposing a standalone master's and/or doctoral program in Caribbean Studies. The Centre is not being established as a graduate unit at this time.

Research conducted by faculty involved in Caribbean Studies programming ranges across five areas that will constitute the basis for research focus and growth as the Centre evolves:

- Transnational Migration and Diaspora
- Cultures of the Body, Gender and Sexuality
- Caribbean Intellectual Traditions

- History of Slavery and Indigeneity in the Atlantic World
- Development and Political Economy

As of July 1, 2022, the faculty complement will be 2.44 FTE and this will be established through partial transfers (no more than 49%) of existing appointments into the Centre. It is anticipated that CCS will request to increase the complement by 1.96 FTE over the next five years and the new positions will be shared appointments between the CCS and another unit, either inside or outside the Faculty.

The new EDU:B will have a Director, appointed in accordance with the *Policy on Appointment of Academic Administrators*, who will be responsible for the overall direction of the Centre, including administering the budget and managing processes such as progress through the ranks (PTR) and assignment of workload. There will be an Executive Committee that will support and advise the Director. The Executive Committee will be composed of the Caribbean Studies faculty and affiliated faculty members from partner units. As the Centre's faculty complement will be small to start, faculty processes will be supported by experienced faculty members in cognate units. The Arts & Science Dean's Office will support the CCS Director in administering these processes, as desired by the Director.

CCS will be located at New College. New College currently offers the undergraduate programs and intellectually New College is the ideal home for the Centre for Caribbean Studies, as it has served as an incubator and home for some of the University's most successful interdisciplinary fields of study.

Consultation outside FAS has occurred with the Tri-Campus Deans group; Joseph L. Rotman School of Management; Faculty of Law; Ontario Institute for Studies in Education; University of Toronto Mississauga; and University of Toronto Scarborough

#### **FINANCIAL IMPLICATIONS:**

In accordance with the University's budget model, any financial obligations of the new EDU:B will be met at the divisional level.

#### **RECOMMENDATION:**

Be It Recommended:

THAT the proposal to establish the Centre for Caribbean Studies as an EDU:B, as described in the proposal dated March 31, 2022, be approved effective July 1, 2022.

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#### **DOCUMENTATION PROVIDED:**

*Cover*

*Proposal to establish the Centre for Caribbean Studies as an Extra-Departmental Unit B (EDU:B)*

**Proposal to establish the Centre for Caribbean Studies as an  
Extra-Departmental Unit B (EDU:B)  
March 31, 2022**

**Statement of Purpose**

This proposal recommends the creation of a new EDU:B in the Faculty of Arts & Science, which will become the academic home for the existing Caribbean Studies programs and community (“Caribbean Studies”). The new unit will be called the Centre for Caribbean Studies (CCS) and the effective date will be July 1, 2022.

**Academic Rationale**

The first program in Caribbean Studies was established in 1995 at New College and quickly expanded to offer three degree programs (Major, Minor, and Specialist) by 2006. The Caribbean Studies programs combine a highly interdisciplinary curriculum focused on the humanities and the social sciences with a primary emphasis on intellectual decolonization and challenging systematized forms of inequity. In keeping with this vision, the Caribbean Studies community of faculty, staff, and students has extended its network significantly in the last fifteen years, developing partnerships with academic units and programs at the University (Women and Gender Studies, Comparative Literature, History, Latin American Studies, Transitional Year Program, African Studies, Critical Studies in Equity and Solidarity) and other universities in the GTA (i.e., York’s Centre for Research on Latin America and the Caribbean), with multi-institutional consortiums such as the Canada-Caribbean Institute, and with landmark institutions in the Toronto Caribbean community such as A Different Booklist bookstore, and in the Caribbean region with Casa del Caribe in Cuba, the Centre for Engaged Learning Abroad in Belize and the Universidad del Sagrado Corazón in Puerto Rico.

The Centre for Caribbean Studies will be unique in North America. Most peer institutions couple Caribbean with Latin American Studies, which can lead to an uneven focus on the Hispanic Caribbean. The creation of a centre solely focused on the Caribbean will allow for expanded research and education opportunities across the Caribbean. As an EDU:B, the new unit will take on responsibility for the existing undergraduate degree programs, hold minority budgetary tenure and teaching stream appointments, administer research funds under some circumstances (see section on Research Funds) and cross-appointments, and forge the development of an intellectual hub around which a critical mass of faculty with shared commitments to Caribbean Studies as an area of interdisciplinary focus for research, teaching, learning and community engagement can coalesce.

With a significant Caribbean population and an extraordinary per capita concentration of Caribbean cultural producers, Toronto is an excellent location for a centre that offers rigorous training for students, engages the wider community, and takes a leading role in shaping the terrain of Caribbean Studies as a critical interdisciplinary intervention. The University’s

intellectual and institutional resources allow us to see the new unit thriving as a premier centre for both undergraduate and graduate education and advanced scholarship.

Finally, the creation of the CCS as an EDU:B, that will be the home of the Caribbean Studies programs, aligns with one of the key recommendations of the programs' 2019-2020 UTQAP review: "In order to continue to play the signal role it has played until now, Caribbean Studies at the University of Toronto will need to build upon its successes and expand." Further, the reviewers noted, "While a small program in terms of faculty and students, the ripples of influence from the program are significant within the institution, participating in central ways in the diversification of the faculty and of ways of thinking on the campus, and creating a space that creates an intellectual hub and home for student specialists, majors, and minors, as well as a larger group who take classes in the program or participate in their events."

In response to the UTQAP review, the Dean's Office, led by the Vice-Dean, Academic Planning, and Vice-Dean, Faculty, Academic Life and Equity, initiated consultation with the Director of Caribbean Studies and leadership in New College to explore the benefits and challenges of establishing a Centre for Caribbean Studies as an EDU:B. Positive feedback and a strong consensus from that phase of consultation culminated in our pursuit of EDU:B status for a Centre for Caribbean Studies.

### Teaching - Undergraduate

There are three undergraduate degree programs in Caribbean Studies: Specialist, Major, and Minor. Currently, they are Arts & Science programs administered through New College. They are the only programs in North America, and some of very few in the world, specifically dedicated to the study of the Caribbean and its people. The course offerings in Caribbean Studies consist of a wide variety of interdisciplinary options, as well as courses firmly anchored in humanities and social science disciplines such as comparative literature, history and political science. As the most recent (2019-2020) UTQAP cyclical review noted, Caribbean Studies, "offers a deep immersion in the history, culture, and society of the region and its diasporas, of its contemporary contexts and struggles, and of the possible futures that may emerge (and in which students are encouraged to participate)." Beyond core course offerings, Caribbean Studies also offers extracurricular avenues for student engagement, notably the *Caribbean Quilt* journal, now in its tenth issue, edited by students with the guidance of Caribbean Studies faculty members, and the Diaspora Voices conference.

Since 2012, the Caribbean Studies community of faculty has been paving the way for expansion into a discrete Centre. It has strengthened its collaboration with other units in the University related to advancing curricular and research matters. Furthermore, Caribbean Studies has both solidified its partnership with organizations in the Caribbean community in Toronto and built new relationships with external organizations in Canada and abroad. After years of consolidating the pedagogical agenda and reputation of the Caribbean Studies programs, the decision to establish a Centre and move the administration of the Caribbean Studies programs into the Centre seems both natural and appropriate.

## Teaching – Graduate

As an EDU:B, CCS will explore, over the longer term, the establishment of interdisciplinary graduate programming in Caribbean Studies. The EDU:B is not being established as a graduate unit through this proposal, but it could be the supporting unit for a graduate collaborative specialization and mount graduate courses in an interdisciplinary area (e.g., Women and Gender Studies, Diaspora and Transnational Studies). Thus, developing a graduate collaborative specialization would be a focus of the Centre in the short term. In coming years, as a critical mass of faculty capacity and breadth of expertise coalesce, the Centre will consider proposing a standalone master's and/or doctoral program in Caribbean Studies. The development of a future graduate program proposal will be facilitated by the establishment of the Centre as an EDU:B.

Indeed, the Centre will be established with a strong foundation for graduate programming, as the Caribbean Studies community of faculty is already quite active in graduate education. For example, due to their respective expertise, faculty committed to Caribbean Studies at the University of Toronto have been supervising and working as committee members for graduate students in their own departments and across the disciplines. Moreover, since 2011, with the support of New College, Caribbean Studies has been hosting Senior Doctoral Fellowships that have attracted graduate students from diverse areas of study working on Caribbean topics, such as the 2021-2022 awardees from Geography and Planning and Comparative Literature. Finally, as noted in the UTQAP report, the number of Caribbean Studies undergraduate students who continue graduate studies both at the University of Toronto and elsewhere is a notable strength. This reflects both the capacity and desire of Caribbean Studies students for innovative intellectual inquiry, producing original research and filling important gaps in predominantly Eurocentric literature, as well as the dedication of Caribbean Studies faculty for their mentorship and support. Given the importance of Caribbean studies at the University of Toronto, and as an established field of inquiry globally, the CCS will appeal to students around the world.

An informal survey of graduate students during the summer of 2021 showed that there are 26 graduate students working on projects directly related to the Caribbean. Considering that sustained interest, the Program has established a Caribbean Graduate Student Network to integrate graduate students more effectively into Caribbean Studies programming and teaching/research opportunities.

The most recent external review emphasized the role of Caribbean Studies in forming a strong cohort of scholars who have gone on to take up prestigious research and teaching positions around the world. Hence, the creation of the CCS as an EDU:B is a first necessary step towards longer run goals of new graduate programming in Caribbean Studies.

## Research and Scholarship

Faculty members involved in the Caribbean Studies programs engage in research in a wide variety of disciplines, including History, Women and Gender Studies, Comparative Literature, Spanish, and Political Science. This speaks of the strong interdisciplinary and multidisciplinary scope of the proposed Centre. Furthermore, faculty associated with the Caribbean Studies programs have been highlighted for their ground-breaking work across several fields, their contributions to leading journals, their creative professional work and their wide-ranging and

sustained public intellectual interventions in Canada and the Caribbean region. Alissa Trotz's public scholarship can be seen in her weekly column *In the Diaspora* in the Guyanese newspaper *The Stabroek News*, which she has edited for the past fourteen years, and which is widely read throughout the Caribbean and its diaspora. Melanie J. Newton has contributed to numerous public conversations in the Caribbean, Canada, and Europe about the history of colonialism, slavery, and memory, most recently around discussions of figures such as Henry Dundas and John A. Macdonald. Her analysis was featured by numerous national news outlets, as well as TVO's *The Agenda*. Néstor E. Rodríguez is noted as an accomplished poet and a foremost scholar of race, nationalism, and contemporary popular culture in the Hispanic Caribbean. Kevin Edmonds has contributed to wider debates on cannabis reform in the Caribbean, as well as Haiti's contemporary politics, and for several years was a contributing author to the NACLA *Report on the Americas*. Conrad James is a paramount figure in the field of Hispanic Caribbean studies, in which he is reputed for his pioneering work on Black queerness in Cuban cultural production.

Research conducted by faculty involved in Caribbean Studies programming ranges across five areas that will constitute the basis for research focus and growth as the Centre evolves:

1. Transnational Migration and Diaspora
2. Cultures of the Body, Gender and Sexuality
3. Caribbean Intellectual Traditions
4. History of Slavery and Indigeneity in the Atlantic World
5. Development and Political Economy

## **Consultation**

This proposal has been prepared after consultation with the Dean of the Faculty of Arts & Science, the Principal of New College, and the Chairs, Directors, and faculty members of partner units and programs across the University. A September 2021 draft of the proposal was circulated to leaders of the Women and Gender Studies Institute, Centre for Comparative Literature, African Studies, Critical Studies in Equity and Solidarity, Latin American Studies, Centre for Diaspora and Transnational Studies, Department for the Study of Religion, Centre for Sexual Diversity Studies, Global and Development Studies at UTSC, and Historical Studies at UTM. Subsequently, the Director of the Centre for the Study of the United States and the Director of Trinity College's Ethics, Society & Law program received a December 6 draft proposal. Feedback received from these parties was supportive of the establishment of the CCS.

Additionally, throughout September 2021, the Director of Caribbean Studies programming approached individually the members of the Caribbean Studies Advisory Board, comprised of a dozen faculty members from across the University (Comparative Literature, History, Women and Gender Studies, Spanish and Portuguese, Religion, Economics); the New College Senior Doctoral Fellow in Caribbean Studies; and a representative of the Caribbean Studies Students' Union. These groups were supportive of the establishment of the CCS.

In November 2021, the Chairs of the Departments of History and Spanish & Portuguese were consulted by the A&S Acting Vice-Dean, Academic Planning, and Vice-Dean, Faculty & Academic Life, to discuss the planned changes of appointments of faculty members (Professor Newton and Professor Rodriguez, respectively) in their units. Feedback was supportive of the planned shift of part of these faculty members' appointments into CCS, as outlined in Table 1.

Broader consultation across the Faculty began at the November 26, 2021, meeting of the Faculty's Chairs, Principals, and Academic Directors (CPAD) group, where the proposal for the EDU:B was noted as in progress; follow-up consultations occurred at the December 10, 2021, meetings of the CPAD Sectorals groups (Humanities, Social Sciences, and Sciences), with an item for discussion and feedback. Prior to the Sectorals meetings, a Dec 6 draft was circulated for attendees' review. Feedback received at all of the meetings was universally supportive of the proposal.

Beyond Arts & Science, the proposal was an item for discussion and feedback at a meeting of the Tri-Campus Deans group on December 2, 2021. This group was sent a November 26 draft proposal, and comments at the meeting were supportive of the proposal. In follow-up, a January 5 draft proposal was sent to contacts in the Dean's Offices of UTM and UTSC for circulation to pertinent parties or units within those divisions. No units who were contacted had comments or feedback on the proposal.

On December 12, 2021, the Director of the Caribbean Studies programs sent the Dec 6 draft proposal to contacts in the Rotman School of Management; the Centre for Black Studies in Education (OISE); and the Curriculum & Pedagogy program (OISE). Feedback received was supportive of the proposal. In addition, the proposal was circulated to faculty in the Rotman School of Management's Michael Lee-Chin Family Institute for Corporate Citizenship.

A January 5 draft proposal was sent to the Deans of the Rotman School of Management, OISE and the Faculty of Law. Feedback received from the three divisions was supportive of the proposal.

## **Faculty Members**

The creation of the EDU:B will allow for faculty in the area to have a minority appointment in the Centre. Currently, the Caribbean Studies programs are supported by faculty appointed (through full or cross-appointments) to New College, with workload assigned to Caribbean Studies courses; faculty appointed to other A&S units who teach Caribbean Studies courses on overload; and sessional instructors. The Faculty of Arts & Science will support net increases in faculty capacity in the area of Caribbean Studies (see Tables 1 and 2).

An appropriate complement of appointed faculty in the Centre will be established through partial transfers (no more than 49%) of existing appointments into the Centre, as well as net new hires in this area. New positions will be shared appointments, between the CCS (up to 49%) and another unit, either inside or outside A&S.



In terms of existing appointments, two faculty members with current budgetary cross-appointments at New College (and workload within the Caribbean Studies programs), will have their minority appointments moved into the CCS EDU:B. These individuals are Professors Conrad James and Alissa Trotz.

In addition, two faculty members will move a minority portion of their appointments from other A&S units into the Centre: Prof. Néstor E. Rodríguez (currently 100% in the Department of Spanish and Portuguese) and Prof. Melanie J. Newton (currently 100% in the Department of History). In their commitment to the academic foundation of the Caribbean Studies programs, both have been teaching Caribbean Studies courses on overload for several years. Prof. Newton teaches CAR120Y1 (Introduction to Caribbean Studies), the gateway course to all Caribbean Studies learning pathways, and Prof. Rodríguez teaches JLN327H1 (Culture and Modernity in the Hispanic Caribbean), a joint Latin American Studies/New College course. With the support of the Chairs of Spanish & Portuguese and History, 40% of Professor Rodríguez’s appointment will be held in CCS (and 60% in Spanish & Portuguese), and 25% of Professor Newton’s appointment will be held in CCS (and 75% in History). These appointment transfers will reduce the programs’ reliance on overload teaching, and they are essential to foster CCS’s stable teaching and research agendas.

As noted in Table 1, the Caribbean Studies programs also currently benefit from the teaching of a 100% appointed teaching stream contractually limited term appointment (CLTA) faculty member in New College (Kevin Edmonds), whose appointment ends in 2024.

Hence, the Centre will be established with a faculty complement of 2.44 FTE. In upcoming years, the Centre will submit requests for faculty lines to the Arts & Science Faculty Appointments Committee (FAC). Currently envisioned requests for the next five years are detailed in Table 2.

Finally, New College also has ongoing commitments to four sessional lecturer II instructors who teach in the Caribbean Studies programs on an ongoing basis. The total commitment to these instructors is 1.75 FCE (0.5 each for three individuals, and 0.25 for the fourth). Although these individuals will not be part of the Centre’s faculty complement, the Centre for Caribbean Studies will make appropriate financial transfers to New College to the extent that they teach Caribbean Studies courses.

**Table 1.** Current and envisioned appointments for faculty in Caribbean Studies

Name	Current Unit(s) of budgetary appointment	Programs currently teaching in	Planned Appointment to CCS	Areas of Interest (Research or Teaching)
<b>Tenure Stream Faculty</b>				
Conrad James, Associate Professor	New College (49%), Centre for Comparative Literature (51%)	Caribbean Studies and Comparative Literature	CCS (49%) / Comparative Literature (51%)	Comparative Caribbean literature; Black queer studies.

<b>Name</b>	<b>Current Unit(s) of budgetary appointment</b>	<b>Programs currently teaching in</b>	<b>Planned Appointment to CCS</b>	<b>Areas of Interest (Research or Teaching)</b>
Melanie J. Newton, Associate Professor	Department of History (100%)	Caribbean Studies (on overload) and History	History (75%) / CCS (25%)	Slavery and indigeneity in the Atlantic World; Gender, sex, and sexualities
Néstor E. Rodríguez, Associate Professor and Director of Caribbean Studies Programs	Department of Spanish & Portuguese (100%)	Caribbean Studies (on overload), Latin American Studies, Spanish & Portuguese	Spanish & Portuguese (60%) / CCS (40%)	Caribbean poetics and politics; race and nationalism
Alissa Trotz, Professor	New College (30%), Women & Gender Studies Institute (70%)	Caribbean Studies and Women & Gender Studies	Women & Gender Studies (70%) / CCS (30%)	Transnational feminist studies; Social movements; feminist political economy
<i>Subtotal</i>				<i>1.44 FTE</i>
<b>Teaching Stream Faculty – Contractually Limited Term Appointment (CLTA)</b>				
Kevin Edmonds, Assistant Professor, Teaching Stream (CLTA to 2024)	New College (100%)	Caribbean Studies	100% CCS, to 2024 [or 49% CCS/51% New College, with all teaching in Caribbean Studies]	Histories of alternative/illicit development; Caribbean radical political tradition.
<i>Subtotal</i>				<i>1 FTE</i>

In order to achieve its goals, the complement over the next 5 years needs to grow and become more reliant on continuing appointments. Envisioned faculty searches are described in Table 2.

For instance, it is vital for the Centre’s teaching resources that this CLTA position be replaced with the equivalent of continuing 100% teaching stream appointment in the new CCS.

Second, new tenure stream faculty will be required to widen the intellectual breadth of research in Caribbean Studies and strengthen complement support for graduate-level offerings and/or supervision.

**Table 2.** Proposed faculty searches for the Centre for Caribbean Studies over the next 5 years

Tenure or Teaching Stream	% App't to the Centre	Unit of Cross-Appointment	Timeframe of hire	Research or Teaching Area(s)
Teaching Stream	49%	TBD	2023-24	Caribbean political economy and regional governance
Teaching Stream	49%	TBD	2023-24	Caribbean studies and environmental change
Tenure Stream	49%	TBD	2025-26	Haitian Creole language and linguistics
Tenure Stream	49%	TBD	2026-27	Race and racialization in the Caribbean; digital humanities

### Structure / Administration

The governance structure of the CCS will consist of a Director and an Executive Committee.

The Director, appointed in accordance with the *Policy on Appointment of Academic Administrators*, will have responsibility for the overall direction of the Centre, including administering the budget and managing processes such as progress through the ranks (PTR) and assignment of workload. Additionally, the Director will contribute to processes such as hiring, continuing status review, tenure and promotion consideration for CCS faculty members whose majority appointments are held in other units. The EDU:B Director will report to the Dean of the Faculty of Arts & Science.

The function of the Executive Committee will be to support and advise the Director. The Executive Committee will be composed of the Caribbean Studies faculty and affiliated faculty members from partner units.

The Centre's faculty complement will be very small to start, which could present challenges for faculty processes such as PTR and workload assignments. Hence, where needed, the Director will recruit support for such processes from experienced faculty members in cognate units. The Arts & Science Dean's Office will support the CCS Director in administering these processes, as desired by the Director. If the Director deems it appropriate and advisable, the Centre can also accelerate the planned pace of growth in faculty complement.

We propose that the new unit should be located at New College. The history of Caribbean Studies at U of T began in 1994 with a single course on Caribbean literature and society taught at New College. The CS programs evolved from that single course to Specialist, Major and Minor programs by 2005. Intellectually, New College is the ideal home for the Centre for Caribbean Studies, as it has served as an incubator and home for some of the University's most successful

interdisciplinary fields of study. For instance, New College has historic connections with both the Women and Gender Studies Institute and the Transitional Year Program, two other units with which Caribbean Studies has strong ties. Being in New College has allowed Caribbean Studies to constantly refresh and renew those institutional linkages. Furthermore, New College has been a model of support for Caribbean Studies students through the sustained and generous funding of the Caribbean Studies Students' Union (CARSSU), a vibrant locus of student organizing and activity combining intellectual engagement with social connections, and the Senior Doctoral Fellows Program in Caribbean Studies. Finally, New College's emphasis on scholarship and teaching that center on social responsibility, diversity, equity and global awareness, and the fact that it had appointed two Principals, J. Edward Chamberlin (Department of English) and Fred Case (Department of French), whose work directly engaged the Caribbean, add to the idea of New College as the right space to house the CCS.

## **Budget**

The Director will be responsible for the overall administration of the budget and recommendations for appointment. The budget includes salaries for faculty and staff, a teaching budget for sessional instructors, including costs associated with teaching of Caribbean Studies courses by SLIIs employed by New College, and an operating budget. In December 2020, an initial discussion took place between Caribbean Studies, New College and A&S's Budget, Planning and Finance Office on separating the budget of Caribbean Studies from the budget of New College. The Faculty of Arts & Science will fund the EDU:B, without subsidy from College resources.

## **Faculty Lines**

The Centre anticipates requesting 1.96 FTE over the next 5 years, as set out in Table 2. The Faculty of Arts & Science has a yearly call for submissions of faculty appointment requests, which are reviewed by the A&S Faculty Appointments Committee (FAC). The Dean recognizes the importance of faculty lines to the future success of the Centre and is supportive of the Centre's submission of requests for cross-appointed faculty in line with this proposal, through the FAC process.

## **Administrative Staff**

Currently, the Caribbean Studies programs are supported by the following staff positions, held by New College; a percentage of each of these positions' time is currently allocated to Caribbean Studies programming:

- Program Administrator, pay band 12, responsible for program administration, including sessional posting and support for sessional hiring, curriculum planning, including timetabling and room-booking, student advising/counselling, committee and general administrative support (e.g., booking meetings, keeping minutes)

- Program Support Officer, pay band 8, responsible for administrative program support, including supporting curricular and co-curricular events, and international initiatives.
- Administrative Assistant Officer, pay band 7, responsible for academic HR through the New College Principal's Office, including support for faculty and postdoctoral hiring and appointments, annual PTR submissions, and advancement proceedings for sessionals
- Business Services Team, portions of five FTE (CAO, pay band PM6, Financial Officer, pay band 13, Business Services Accountant, pay band 11, two Financial Assistants, pay band 9). The CAO is responsible for operating budget forecasting and management; the rest of the team is responsible for payroll, procurement, honorarium payments, and accounts payable.
- Information Technology Team, portions of two FTE (Information Technology Coordinator, pay band 16, Information Technology Administrator, pay band 12). These positions are responsible for a variety of functions to support Caribbean Studies faculty, including office set-up and teaching technology issues.
- Facilities Team handles building issues and provides caretaking.

In order to facilitate the establishment of the Centre for Caribbean Studies, the above New College staff will provide the same supports to the new Centre in the immediate term, with appropriate financial transfers commensurate with the work performed.

Within the year following the Centre's establishment, Administrative HR within the Faculty of Arts & Science will work with New College and the Director of the Centre for Caribbean Studies to determine the independent staff complement required to adequately support the new EDU:B longer-term and transition away from supports provided by New College staff. In particular, careful consideration will be given to Director's support, added financial accounts requirements and community outreach.

Advancement staff from the Faculty of Arts & Science will immediately provide strong support to the Director of CCS regarding philanthropic giving opportunities for approved advancement priorities.

## **Research Funds**

As an EDU:B, the Centre can only hold minority appointments. By default, research funds are administered in the majority-appointed units, hence CCS will only administer funds when administrative control has been transferred to CCS with the approval of the majority-appointed unit.

## Review

The CCS will be reviewed in accordance with the *Policy for Approval and Review of Academic Programs and Units*. The Centre and its programs will undergo its first cyclical review no later than the 2027-28 review cycle.

### Appendix: Graduate Appointment Report (as of March 9, 2022)

<b>Surname</b>	<b>First Name</b>	<b>Home Unit</b>	<b>Primary FTE (%)</b>	<b>Secondary Unit</b>	<b>Rank</b>	<b>Graduate Appointment Unit</b>	<b>Supervisory Level</b>
James	Conrad	Comparative Literature	51	New College	Associate Professor	Comparative Literature	Full
Newton	Melanie	History	100	N/A	Associate Professor	History; Women & Gender Studies	Full
Rodríguez	Néstor	Spanish & Portuguese	100	N/A	Associate Professor	Spanish & Portuguese	Full
Trotz	Alissa	Women & Gender Studies	70	New College	Professor	Women & Gender Studies	Full