



ST. FRANCIS XAVIER
UNIVERSITY

**The Jules Léger Endowment for the Faculty of Arts
St. Francis Xavier University**

TERMS OF REFERENCE

Purpose

The purpose of the Jules Léger Endowment for the Faculty of Arts is to promote and advance the study of the Humanities and Social Sciences by providing support that engages StFX students and faculty with contemporary scholarship, creative pedagogy, and leadership training opportunities.

Support from the Endowment will take the form of the following five categories:

1. The Jules Léger Lecture Series in the Arts
2. Student Conferences and Colloquia
3. Faculty Development in Pedagogical and Administrative Leadership
4. The Jules Léger Undergraduate Scholarship for Achievement in the Humanities and Social Sciences
5. The Jules Léger Research Chairs in the Humanities and Social Sciences

Applications

Applications for funding from the Jules Léger Endowment for the Faculty of Arts may originate from Departments or Programs in the Arts Faculty, or from individuals within the university who are able to demonstrate that their applications are relevant to the Endowment's purpose. All applications must follow current University travel policies and procedures.

All applications must be submitted through relevant grant admissions software (e.g., ROMEO/EndpointQ portals) and must be accompanied by a clear indication of the category of the application. Please consult the categories below for attachment instructions.

Applications will be made using the relevant University grant admissions software (e.g., ROMEO/EndpointQ) through the Research Services Group and the Office of the Associate Vice President Research, Graduate and Professional Studies (AVPRGPS). Application instructions will be circulated by email by the Research Services Group prior to each application deadline. The Research Services Group and the AVPRGPS's Office are not responsible for verifying that applications are complete; the applicant is solely responsible for submitting a completed application according to these terms. The adjudication Committee will meet to consider applications three (3) times a year, on October 1, January 15, and April 1. Applications for the Jules Léger Research Chairs in the Humanities and Social Sciences will be considered on January 15. **If one of these dates falls on a weekend or holiday, the deadline will be the next working day.**

The amount available to spend per year will be based on the university statement of investment policies and procedures. The revenue available each year will be based on the statement of investment policy and



procedures, normally 4% of the 3-year rolling average of the endowment. The AVPRGPS will check annually with the Director of Development to assess the available funds for each academic year and communicate the amount with the Committee Members prior to the first meeting of the Committee.

A Selection Committee composed of the Associate Vice President Research, Graduate and Professional Studies or designate as Chair, the Dean of Arts, the Dean of Science, and four faculty members appointed by the President – two from the Humanities and two from the Social Sciences – will be established to rank the applications in each category.

The Selection Committee has the right to partially fund an application.

Any funds not spent shall be rolled forward and made available the following year.

The decisions of the Selection Committee are final.

These terms and conditions are subject to review by the Senate at the request of the President or any member of the Senate.

Description of Categories

1. The Jules Léger Lecture Series in the Arts

In each academic year a maximum of three (3) public lectures or academic events shall be delivered to or organized with the StFX and local communities under the sponsorship of the Endowment. Speakers invited to participate in the Lecture Series should be prominent contributors to the Humanities and/or Social Sciences in an intellectual, creative, or legislative capacity. If speakers are being nominated by multiple groups or multiple individuals on campus, a common letter with an indication of the campus support for the application is requested. The speaker may also be invited to provide seminars and workshops with students if they are willing to visit the campus for a longer period.

Nominators should please include:

1. a brief description of how the proposal fits the purpose of the Endowment,
2. a letter of nomination that explains the relevance of the speaker and their events to the campus community,
3. a budget detailing the expenses to be covered by the Endowment, in line with current StFX travel policies
4. any additional information regarding additional contributing costs (e.g., from a Department, Faculty, or other budget)

2. Student Conferences and Colloquia

The opportunity for students to travel outside of the university and attend conferences at which they can present their own research enhances learning, as well as provides the chance for them to interact productively with their peers. Such activity also positively increases the profile of StFX through these student ambassadors. The Selection Committee will accept and evaluate proposals for the funding of travel, accommodation, and subsistence expenses for student conferences and colloquia. The proposals should include a description of the event, the number of students from StFX participating, and a budget detailing the funds required. Applications to the fund must be submitted while the students are registered at StFX and the conferences and colloquia must occur within 12 months of the student's last day as a registered student. Priority will be given to students who are actively involved (e.g. presenting a paper or a poster, chairing a session, giving a talk), rather than simply attending the conferences and colloquia.



Priority will also be granted to groups of students who are travelling together and cost-sharing to attend the same conference. Students will be funded up to a maximum of \$1,900.

Faculty members who are travelling in support of students at StFX to conferences such as Science Atlantic or the Annual Atlantic Undergraduate English Conference may include reasonable expenses associated with travelling to support the group. These expenses must be considered on a yearly basis in line with endowment availability and are not guaranteed even if the students are being supported to participate in the conference.

Nominators should please include:

1. a brief description of how the conference or colloquia fits the purpose of the Endowment,
2. a budget detailing the expenses for each student and the accompanying faculty member(s), if relevant,
3. a brief description of how the student(s) will be participating in the conference or colloquia.

3. Faculty Development in Pedagogical and Administrative Leadership

Faculty members who wish to attend workshops, seminars, or administrative conferences to develop their skills in these areas are eligible to apply to the Endowment for support. Normally, endowment support will be restricted to events where faculty members are directly participating in activities related to administrative leadership or the scholarship of teaching and learning in the humanities or social sciences. Applicants will normally be required to share the results of their learning through an open presentation or other suitable means.

Applicants should please include:

1. a brief description of the event and explanation of how the proposal fits the purpose of the Endowment,
2. a rationale for attendance,
3. a budget detailing the funds required, in line with current StFX travel policies.
4. the plan to share the results of their learning.

4. The Jules Léger Undergraduate Scholarship for Achievement in the Humanities and Social Sciences

Every year at the Spring Convocation the Endowment will award two scholarships, each in the amount of \$1,000. One shall be awarded to a student graduating with a degree in the Humanities, and one to a student graduating with a degree in the Social Sciences. To be eligible a candidate must have been enrolled in full-time studies (24 credits or more) in their senior year at StFX.

Nominators should please include:

1. the name of the undergraduate student being nomination for the Scholarship, a brief (1-page) letter from a professor familiar with the student's work, outlining the student's specific achievements. If the nominator is nominating more than one student, please provide details on each nominee that will help the committee assess their unique qualifications for the award,
3. the academic record of the student, provided by the student,
4. a 500-word submission describing how the engagement with their discipline has expanded their intellectual or cultural or artistic awareness, provided by the student.

The two annual student awards shall be based on the following division:



1 award in the Humanities: Art, Catholic Studies, Celtic Studies, English, History, Modern Languages, Music, Philosophy, Religious Studies

1 award in the Social Sciences: Anthropology, Aquatic Resources, Development Studies, Economics, Interdisciplinary Health Program, Political Science, Psychology, Sociology, Women's and Gender Studies

If no nomination is provided for one of the two categories, the Committee may decide to award two awards in a singular category in any given year.

5. The Jules Léger Research Chairs in the Humanities and Social Sciences

The Endowment will make available funding for members of the Faculty of Arts to receive a 9-credit course release (emerging category) and a 6-credit course release (established category) over two years in support of their research. The number of Léger Chairs in any given year is a function of the budget available. A minimum of two awards per year will normally be awarded; however, additional awards may be granted if there are worthy applications and sufficient funds available.

Based upon the quality of applications, a minimum of one Chair award will normally be made to an established faculty member (Full Professor) with a strong record of research success and will be designated the Jules Léger Chair in the Humanities and Social Sciences. A minimum of one Chair award will normally be made to an emerging (early to mid-career) faculty member (Assistant or Associate Professor) with a clear promise of future research development and will be designated the Jules Léger Scholar in the Humanities and Social Sciences. In cases where there is no application to award in one of the two faculty categories, the Selection Committee may choose to award up to two faculty members in the same category instead.

Applicants should please include:

1. a copy of their current CV.
2. an application letter outlining the course of research to be pursued while holding the Léger Chair,
3. a letter of support from the applicant's Department Chair or Program Coordinator.

Any faculty member already holding an external or internal Research Chair that includes a teaching release is ineligible for a Jules Léger Research Chair in the Humanities and Social Sciences. Léger Chairs are permitted to apply for consecutive Léger chairships (e.g., a current chairholder may apply in the final year of their chairship to hold a new Léger Chair in the following year). The Committee may give preference to applicants who have not previously held a Léger Chair.

Revised by the Jules Léger Selection Committee, May 2, 2018.

Revised by the Jules Léger Selection Committee, October 1, 2026

Approved by University Senate, October 23, 2026

