

## LETTER OF UNDERSTANDING

BETWEEN

THE UNIVERSITY OF OTTAWA

(Employer)

- and –

THE ASSOCIATION OF PROFESSORS OF THE UNIVERSITY OF OTTAWA

(Association)

### **Teaching Assistance and Marking/Grading Assistance Working Group**

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WHEREAS the Parties recognize the importance of teaching assistance and marking/grading assistance in supporting the institution's teaching mission, especially in large first- and second-year classes and in courses that require small group interactions;

AND WHEREAS the Parties agree that it may be beneficial to establish fair and equitable guidelines in the assignment of teaching and marking/grading assistance that are conducive to pedagogical diversity and soundness at the University of Ottawa.

THEREFORE:

1. The Parties agree to create, within three (3) months of the ratification of the collective agreement with a start date of May 1, 2024, a working group comprised of three (3) management representatives, appointed by the Employer, and three (3) APUO representatives, appointed by the APUO. The Parties shall advise each other of their nominees, in writing, five (5) days prior to the first meeting.
2. The working group will survey the different ways in which teaching assistance and marking/grading assistance are established in each faculty of the University of Ottawa and in the faculties of U15 universities. The working group will also collect all existing Teaching Assistance allocation policies at all academic units, gather appropriate academic studies and will research best practices.
3. The working group will make recommendations to the Parties regarding teaching assistance and marking/grading assistance provided to APUO Members at the University of Ottawa. Such recommendations shall take into consideration the following factors:
  - a. Teaching assistance levels that are conducive to pedagogical diversity and soundness;

- b. Health and safety or accreditation elements which may create different requirements;
  - c. Fairness of workload distribution; and
  - d. Particular needs of large groups, first- and second-year courses, and courses that require small group interactions.
- 4. The working group will submit their final report no later than two (2) years after the first meeting of the working group.
- 5. This LOU will expire no later than April 29 preceding the expiration of the collective agreement, with a start date of May 1, 2024, or at submission of the final report in point 4, whichever happens first. This LOU may be extended by mutual agreement of the Parties, and such extension shall not be unreasonably refused.