

Letter of Understanding

respecting

Limited-Term Lecturers in the Faculty of Science

Between

The University of Ottawa

(employer)

and

The Association of Professors of the University of Ottawa

(APUO)

WHEREAS the employer has identified a concern with respect to new hirings in departments in the Faculty of Science due to the limited availability of back-up or physical resources;

THEREFORE the parties hereby agree, as follows, to a limited number of special appointments for the Faculty, on a time-limited and experimental basis, where the scholarly activity carried out may be mainly or even exclusively of a pedagogical/professional development nature.

1. Appointments under this Letter of Understanding shall be known as Limited-Term Lecturers in the Faculty of Science (referred to herein as "Lecturers").
2. These initial full-time Lecturer appointments are subject to the same search and hiring procedures as regular appointments.
3. The appointees are expected to have a PhD in the relevant discipline.
4. The maximum period of appointment is 5 years, with the last effective hiring date for any such appointment being 1 July 2009.
5. The initial appointment is for a period of 3 years, starting normally on 1 July, but in any event ending 36 months after 1 July of the calendar year during which the appointment is made, and this initial appointment shall be considered to have been a 3-year appointment.
6. The appointment is renewable once for 2 years, in a manner that parallels that for regular professors (that is, 17.3.2.1 and 17.3.3 of the collective agreement shall apply *mutatis mutandis*), it being understood that these appointments are not renewable beyond the total period of 5 years.

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7. The maximum number of such positions for any department is limited to 10% of the regular faculty members in that department, rounded to the nearest integer, with 0.5 rounded up, but the total number for the Faculty cannot exceed 9 positions.

8. For each such position to exist in a department, the regular APUO members in the departmental assembly (or equivalent) must vote to accept, with reasons, the creation of the position along with its description.

9. It is understood that the hiring of individuals in this category by the employer under this Letter of Understanding is conditional on departments not being pressured to accept these types of positions.

10. The workload of these Lecturers will normally involve teaching, academic service activities, and the expectation of continuing development as an educational professional through scholarly activities. They may have independent responsibilities for designing and teaching courses and laboratories or significant components of courses and laboratories.

11. The assignable workload shall be comprised of:

(a) assuming responsibilities for any aspect of undergraduate laboratory instruction, including coordination, design of new experiments and development of instruction manuals.

(b) teaching lecture courses

(c) assuming responsibilities for any aspect of drop-in centers, including organization and coordination, tutoring students, and supervising teaching assistants in their role as tutors.

12. Other teaching or academic service activities can involve:

(a) training and mentoring teaching assistants

(b) assisting in the direction of honours students' projects

(c) participating in outreach activities

(d) showing leadership in undergraduate science education

(e) developing the curriculum in the context of the departmental procedures

(f) performing such other reasonable duties related to teaching and/or academic service

13. The workload assignment will follow the normal process in the Faculty of Science; factors in 22.2.1.3 will apply, as normally, pursuant to the practice of the Faculty.

14. It is understood that the scholarly activities may be mainly or even exclusively of a pedagogical or professional development nature, in the pedagogy of the discipline, and these will be given full recognition under the collective agreement.

M. V. V. V.
Nov 19, 2009

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15. Performance will be assessed annually on the basis of an annual report following procedures parallel to these applicable in the case of regular professors.

16. Performance will be assessed on teaching effectiveness, scholarly activity, and academic service activities in accordance with the collective agreement.

17. The TPCs and other bodies involved in any review and/or renewal process will receive clear instructions on the profile of these individuals and what is expected from them in terms of performance, in particular, the nature of the scholarly activities undertaken.

18. If outside evaluators are ever used, the selection of the evaluators will reflect an expertise in pedagogy.

19. The salary scale applied to this category shall be the same as the new Assistant Professor scale.

20. This is an exception to article 25.3.1 of the collective agreement, in that appointments for Lecturers in positions with the duties described herein, and with the incumbent holding a doctorate, will not initially hold the rank of Assistant Professor, but that of Lecturer.

21. The employer agrees that there should be transparency and timely disclosure to APUO with respect to these positions, and in particular, agrees to provide, to APUO, copies of formal decisions or recommendations that are minuted at any administrative level in connection with a specific hiring or renewal in this category (including dean or Administrative Committee), copies of departmental minutes, copies of initial and renewal contracts, and copies of annual workloads. The failure to provide the above noted timely disclosure shall result in no further hirings being carried out in this category.

22. In the fall of 2010, the parties are to conduct a review to determine if this concept should become permanent (and, if so, in what manner), and whether to include the Faculty of Engineering. If it is agreed to make the concept permanent, then existing individuals may apply with their prior experience being recognized. If the parties cannot agree by 31 December 2010, the concept automatically terminates at the end of any existing contracts, but, in that case, someone hired in 2006 would have their contract extended to 31 December 2011.

SIGNED and dated this day of 2006

For the Employer

For the APUO

*Reg. V. J. S.
Nov. 19, 2009*

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13/11/09*

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06.03.03*

Handwritten note: March 9, 2006

