

Hours or work

This proposal is made without prejudice.

- *18.1.2.2 The performance of a librarian holding a preliminary appointment shall be evaluated annually during that appointment, it being understood that:
- (a) the first evaluation shall be carried out at the end of the first 6 (six) months~~year~~;
 - ~~(b)~~ the second evaluation shall be carried out following the timeline for regular librarian members as per article 23.5.2.
 - ~~(c)~~ the final evaluation shall be carried out at least six (6) months before the end of a preliminary appointment of thirty-six (36) months;
 - ~~(d)~~ the evaluations shall be carried out in accordance with the provisions of 23.5.2 for the annual evaluation of performance;
 - ~~(e)~~ following these evaluations, the University Librarian shall solicit from the immediate supervisor and the LPC -- after informing them of the results of these evaluations and, if applicable, of the specific conditions of the member's preliminary appointment -- their recommendations as to the appropriateness:
 - (i) in the case of the first evaluation, of continuing or terminating the member's preliminary appointment;
 - (ii) in the case of the final evaluation, of granting or refusing a continuing appointment to the member or of extending the preliminary appointment by twelve (12) months before making a final decision.

20.5.5 Except for visiting librarian appointments as per article 17.7.2.4, the functions set out in article 20.5 shall not be assigned to individuals who are not librarian members.

22.3.3 Working hours

- 22.3.3.3 The University Librarian or her delegate establishes individual and group work schedules for librarian members which provide for efficient organization and satisfy the needs of the university community, while respecting the spirit of this subsection. Work schedules may involve 1) evening or weekend work, 2) as well as schedules which meet both the needs of the Library Network and the preferences of the librarians concerned, being understood that the preferences of the member shall not be unreasonable refused. In particular, and without limiting the generality of the foregoing, a librarian member may fulfil her normal weekly working hours requirement for one or two weeks in 4.5 or 9 days, respectively, provided she obtains the consent of the University Librarian or her delegate in advance. Furthermore, and without limiting the generality of the foregoing, a librarian member may also establish the location at which to fulfil her normal weekly hours in accordance with the provisions of section 28.4.4.

LETTER OF UNDERSTANDING

BETWEEN

THE UNIVERSITY OF OTTAWA

(Employer)

- and -

THE ASSOCIATION OF PROFESSORS OF THE UNIVERSITY OF OTTAWA

(Association)

Continuing Appointment Professor (CAP)

The parties agree to modify the conditions related to the special appointments presently known as Continuing Limited-Term Professor (CLTP) appointments, introduced by way of the August 4, 2013 Letter of Understanding, in the following manner:

1. A CLTP appointment will now be referred to as a Continuing Appointment Professor (CAP). These appointments will be referred to as Professeur à Engagement Continue (PEC) in French.
2. All existing CAP contracts shall be extended to a total of five (5) years.
3. All future CAP contract renewals shall be for five (5) years.
4. Academic leave:
 - a. In relation to article 26.2.1, all individuals holding a CAP will be considered “tenured”.
 - b. In relation to article 26.3, all individuals holding a CAP will have begun accumulating credited periods of service as of their original CAP hiring date.
5. All individuals holding a CAP will be considered regular tenured professors for the following purposes:
 - a. selection of Deans (article 5.4.4);
 - b. selection of vice-deans, chairs and programme directors (article 37);
 - c. election of FTPC (article 14.1.3) and DTPC (article 15.1.3) members;
 - d. membership in FGPS (article 32.1.4); and,
 - e. computers (article 5.1.2).
6. The Parties agree that all other conditions of the August 4, 2013 Letter of Understanding regarding CLTP appointments remain active.

7. The Parties agree that this solution is unique to the CAP incumbents and creates no precedent.

For the Employer

Date

For the Association

Date

LT – Promotion

LANGUAGE TEACHER: a person appointed at the University of Ottawa, in the Official Languages and Bilingualism Institute, as a language teacher, whose duties are essentially comparable to those of a person who, on or about the date of ratification of this agreement, held a position of language teacher III or higher at the Official Languages and Bilingualism Institute.

18.4.1 General

*18.4.1.1 Language teacher members at the University of Ottawa are appointed with, or promoted to, the ranks of language teacher ~~I, II, III, or IV~~. ~~No member appointed as a language teacher I, II, III, or IV after 1 January 1994 can be promoted from her language professor status directly to the rank of assistant, associate, or full professor.~~

*18.4.1.2 The requirements for the ranks of language teacher ~~I, II, III~~, and IV are set forth in 18.4.2 and the procedures for promotion to those ranks are set forth in 18.4.3.

*18.4.1.3 ~~Regular members who held the rank of~~A language teacher IV ~~on 1 January 1994 and all regular members who held the rank of language teacher II or III on 1 January 1994 and who may eventually be promoted to the rank of language teacher IV~~ can be promoted to the rank of associate professor ~~from the rank of language teacher IV~~, in the Faculty of Arts or in one of its departments, in accordance with this agreement's criteria and procedures for promotion to that rank. Where a member is so promoted, the member's years of university-level experience shall be reassessed in accordance with the guidelines for determining such experience for a faculty member in the Faculty of Arts, and the provisions of 23.4.1 for an initial appointment shall apply.

A language teacher IV will benefit from a reduction in teaching load of the equivalent of two one-term courses for two consecutive years provided that the member has advised the dean that she wishes to be reviewed for promotion to associate professor in the fall of the year immediately following the two-year period of reduced teaching, it being understood that the member shall advise the dean no later than 1 March preceding the two-year period of teaching reduction and that no further periods of reductions under this sub-section are possible if the promotion decision is negative.

*18.4.1.4 There shall be no restriction on the number or proportion of language teacher members in the ~~4~~ two (2) ranks set forth in 18.4.1.1.

18.4.2 Requirements

~~*18.4.2.1—The rank of language teacher I is appropriate for a language teacher who:~~

- ~~(a)—holds a general bachelor's degree in English Language or langue française, linguistics, applied linguistics, language didactics, or education, or in psychology in a field related to the teaching of English or French as a second language; and~~
- ~~(b)—has accumulated not less than 2 years of experience teaching a second language at the university level.~~

~~*18.4.2.2—The requirements for promotion to language teacher II are as follows:~~

- ~~(a)—The member must, on the date on which the promotion is to take effect:~~

- ~~(i) — hold an Honours B.A. in English language or langue française, linguistics, applied linguistics, or language didactics, or in psychology in a field related to the teaching of English or French as a second language; or~~
- ~~(ii) — hold a graduate certificate in education in teaching English or French as a second language; or~~
- ~~(iii) — have successfully completed, subsequent to obtaining a general B.A., a qualifying year in any of the disciplines referred to in (i) above.~~
- ~~(b) — The member must, on the date on which the promotion is to take effect, have accumulated not less than 2 years of experience teaching a second language at the university level.~~

*18.4.2.31 The requirements for promotion to language teacher III are as follows.

- (a) The member must, on the date on which the promotion is to take effect, hold a Master's degree (M.A.) in teaching English or French as a second language, in linguistics or applied linguistics, in language didactics, or in education or psychology in a field related to the teaching of English or French as a second language.
- (b) The member must, on the date on which the promotion is to take effect, have accumulated not less than two (2) years of experience teaching a second language at the university level.

*18.4.2.42 The requirements for promotion to language teacher IV are as follows.

- (a) The member must, on the date on which the promotion is to take effect, hold a doctorate, or the equivalent thereof, in linguistics, applied linguistics, language didactics, or in education or psychology in a field related to the teaching of French or English as a second language.
- (b) The member must, on the date on which the promotion is to take effect, have accumulated not less than two (2) years of experience teaching a second language at the university level.

22.4.3 Other academic duties

~~*22.4.3.1 — Where a language teacher member holds the rank of language teacher I or II, the member's workload shall include, in addition to assigned duties, any appropriate academic service activities to which the member wishes to devote a portion of her time and which she can reasonably undertake or continue. A member holding the rank of language teacher I or II shall not be obliged or required to engage in scholarly activities as part of her workload, except under 22.4.2.1(c) and subject to 22.4.2.3.~~

*22.4.3.21 ~~Where a language teacher member holds the rank of language teacher III, or IV, t~~The member's workload shall, in addition to assigned duties, include any appropriate scholarly activities in accordance with 20.6.2.2 and academic service activities to which the member wishes to devote a portion of her time and which she can reasonably undertake or continue.

*22.4.3.32 Although a member's dean may remind the member of the importance of scholarly activities and academic service, and may offer general suggestions, a dean shall not impose specific scholarly or academic service activities, except under 22.4.2.1(b) or (c) and subject to 22.4.2.2 and 22.4.2.3.

22.4.4 Normal teaching load

~~*22.4.4.1 — For language teacher members holding the ranks of language teacher I or II, the normal teaching load shall be 5 two-term courses per academic year, or the equivalent thereof, and it shall not exceed 510 course calendar hours per academic year.~~

*22.4.4.21 ~~For language teacher members holding the ranks of language teacher III or IV, t~~The normal teaching load shall be three and a half (4-3.5) two-term courses per academic year, or the

equivalent thereof, and it shall not exceed three-hundred-fifteen (420-315) course calendar hours per academic year.

*22.4.4.32 An individual language teacher member's assigned teaching load shall be the normal teaching load prescribed in 22.4.4.1 or 22.4.4.2 for members with her rank, except where modified pursuant to the provisions of this section.

*22.4.4.43 **Deviation from normal load** For language teacher members, the assigned teaching load in any academic year may differ from the normal teaching load prescribed in 22.4.4.2:
(a) when such reduction is justified by activities included in the member's workload pursuant to 22.4.2.1(b) or (c);
(b) where, subject to budgetary feasibility, such reduction is justified ~~for a member holding the rank of language teacher III or IV,~~ by the member's exceptionally heavy involvement in scholarly activities.

22.4.5 Distribution of the teaching load

*22.4.5.1 ~~For language teachers III or IV, s~~Scheduled teaching duties shall be distributed over 2 of the 3 terms of an academic year, it being understood that the above provisions may be set aside with the prior consent of the member concerned.

~~*22.4.5.2 — For language teachers I and II, scheduled teaching duties will normally be distributed over the 3 terms of the academic year.~~

22.4.5.32 As far as possible, the employer shall not -- unless the member agrees otherwise -- include in the member's workload more than one (1) course per term finishing after 7 p.m., it being understood that more than one (1) course will not be included without prior consultation with the member.

Article 41 is to be modified accordingly to reflect the removal of language teacher I and II ranks from the salary tables.