

uOttawa & APUO negotiations

Employer Proposals – Teaching focused professors

presented November 5, 2015

X. New Article - Teaching Focused Professors

The Teaching Focused Professors are Regular Faculty Members who are expected to spend more time on teaching activities than scholarly activities and academic service. Their teaching load is usually double the normal individual teaching load of other Regular Faculty Members in their department. Teaching Focused Professors can be expected to teach up to eight (8) regular one-term courses over three (3) semesters. It is understood that these eight (8) courses would not include more than five (5) unique courses per academic year. They are expected to spend no more than thirty (30) percent of their time on scholarly and academic service activities.

X.1 Unless stated otherwise in this article, this agreement applies to Teaching Focused Professors.

The Teaching Focused Professors have parity of language, benefits and experiences — that is, the language, benefits and experiences of Teaching Focused Professor mirror that of other Regular Faculty Members. Areas of parity include but are not limited to:

- rank (assistant, associate, full professor)
- contract renewal
- promotion and tenure
- academic leave opportunities
- total compensation
- opportunities for participation in administrative service activities (e.g., tenure and promotion committee, hiring committees)
- opportunities for administrative leadership (e.g., chair, dean)
- graduate student supervision

X.2 Teaching Load

The following subsections do not apply to Teaching Focused Professors:

- 22.1.2.2 (c)
- 22.2.1.1 to 22.2.1.8
- 22.2.2
- 22.2.3
- 22.2.4.5 (c)
- 22.2.4.6 (b)

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X.3 Promotion to Associate Professor

The provisions set forth in section 25.3.2 apply, *mutatis mutandis*, to Teaching Focused Professors, subject to the modifications specified in this section.

25.3.2.2 (b) The Member has evidenced teaching which, when evaluated with the provisions of article 24, is deemed to be outstanding. It is understood that, where the application is made in the second year of continuous appointment at the University of Ottawa, the teaching record must be such that, at the University of Ottawa it is deemed to be outstanding and there is sufficient teaching, including full-time post-Ph.D. (or equivalent of Ph.D.) university-level teaching at other institutions, to demonstrate a pattern of teaching of at least three (3) years that is deemed to be outstanding.

25.3.2.2 (c) The Member has produced scientific, literary, artistic, or professional works -- or a combination thereof -- which are, in accordance with the criteria set forth in 23.3.3.1, deemed satisfactory. This assessment shall be made following an overall evaluation of the Member's scholarly works, carried out in accordance with the provisions of section 23.3, during which the opinion of three (3) outside evaluators will have been obtained, in accordance with 23.3.2.

X.4 Promotion to Full Professor

The provisions set forth in section 25.3.3 apply, *mutatis mutandis*, to Teaching Focused Professors, subject to the modifications specified in this section.

25.3.3.2 (b) The Member has evidenced teaching which, when evaluated with the provisions of article 24, is deemed to be outstanding. It is understood that, where the application is made in the second year of continuous appointment at the University of Ottawa, the teaching record must be such that, at the University of Ottawa it is deemed to be outstanding and there is sufficient teaching, including full-time post-Ph.D. (or equivalent of Ph.D.) university-level teaching at other institutions, to demonstrate a pattern of teaching of at least three (3) years that is deemed to be outstanding.

25.3.3.2 (c) The Member has produced scientific, literary, artistic, or professional works -- or a combination thereof -- which are, in accordance with the criteria set forth in 23.3.3.1, deemed satisfactory. This assessment shall be made following an overall evaluation of the Member's scholarly works, carried out in accordance with the provisions of section 23.3, during which the opinion of four (4) outside evaluators will have been obtained, in accordance with 23.3.2.

LETTER OF UNDERSTANDING

Between

The Association of Professors of the University of Ottawa ("the Association")

And

The University of Ottawa ("the Employer")

Special appointments as Continuing Limited-term Professor positions (CLTP)

WHEREAS the parties recognize the value of the existing Continuing Limited-Term Professor (CLTP) appointments, the parties agree to renew the previous letter of understanding in this regard in the following manner:

1. Special appointments under this Letter of Understanding shall continue to be known as Continuing Limited-Term Professors (CLTP).
2. This agreement applies exclusively to the list of the existing twenty-nine (29) CLTP positions as of August 4th, 2013. The list of CLTP positions is attached under Appendix A.
3. All twenty-nine (29) individuals holding an CLTP appointment will be granted a continuing appointment (five year (5) renewable contracts) at the rank and title of assistant professor (unless if already at a rank above assistant professor). The parties agree to waive the provisions of subsection 25.3.1(a) of the Collective Agreement for the twenty-nine (29) individuals holding a CLTP appointment.
4. All twenty-nine (29) individuals holding a CLTP appointment will be subject to the associate professor salary cap.
5. The workloads of the individuals will never increase beyond their 2012-2013 workloads or as per the LOU that covered their original appointment, whichever is less.
6. Individuals will be covered by the Collective Agreement excluding the Promotion and Tenure article (25).
7. The five year (5) renewable appointment will commence July 1 of the year in which the current appointment expires.
8. The renewal criteria and procedures shall follow article 17.3 of the Collective Agreement, excluding articles 17.3.1 and 17.3.2.2.
9. When these individuals resign and retire, or if their contract is terminated and/or not renewed, their positions shall be converted to regular appointments which shall be filled according to the hiring process as per article 17.
10. The Parties agree that this solution is unique to the CLTP incumbents and creates no precedent.

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Employer Proposals – Annual report

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*23.1.2.2 Each member shall include in her annual report a general description of the scholarly activities to which she intends to devote a portion of her time during the next academic year, it being understood that these may change due to circumstances not foreseen at the time of filing the report. Furthermore, a member eligible to apply for tenure or promotion in the coming academic year shall indicate her intention to do so, if known. A member who intends to apply for tenure or for promotion to the rank of associate or full professor shall append a list of at least three (3) persons outside the University who could be called upon to evaluate the member's works, it being understood that this list is to be provided in accordance with the provisions of subsection 23.3.2 of this agreement.

*23.1.2.4 Annual reports shall be made in the form of an updated curriculum vitae, using the OCGS-University of Ottawa CV (UOCV) model to which the member shall append the information required under 23.1.2.2 and information concerning her academic service activities during the past academic year. As well, the member may append all information and documentation that the member deems pertinent.

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Employer Proposals – Congé universitaire

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~~*26.7.3~~ ~~La décision d'accorder ou de refuser un congé universitaire est prise par le Doyen. Ce dernier~~ Le doyen soumet la demande de congé universitaire, de même que toute la documentation qui l'accompagnait, au directeur et au CPED concerné, et ensuite au CPEF, en sollicitant leur recommandation selon les critères prévus à 26.1.1 et 26.2.1. Le CPEF, après avoir considéré les recommandations du CPED et du directeur, y ajoute sa propre recommandation.

~~26.7.4~~ ~~Si le CPED, le CPEF, et le Doyen recommandent un congé universitaire, la demande sera considérée comme réussie. Si au moins une recommandation est négative, le Doyen transmet toutes les recommandations au Comité mixte. Ce faisant, le Doyen y annexe tous les documents pertinents, y compris :~~

- ~~(a) le texte et les motifs de la recommandation du directeur, du CPED et du CPEF ;~~
- ~~(b) la copie des autres avis reçus par le CPEF, s'il y a lieu ;~~
- ~~(c) les renseignements fournis par le membre, tels que décrits à 26.7.2.~~

~~26.7.45~~ La décision est transmise au membre avant le 15 janvier précédant le début du congé, étant entendu que, dans le cas d'un membre qui demande la permanence, l'approbation d'un congé universitaire est conditionnelle à l'obtention de la permanence avant le début du congé.

~~*26.7.56~~ Il incombe au membre de présenter une nouvelle demande de congé universitaire lorsque sa demande antérieure a été refusée.

~~26.7.67~~ **Modifications** S'il doit apporter des modifications majeures à son projet de recherche avant les trois (3) mois qui précèdent le début du congé universitaire, le membre en fait part immédiatement à son Doyen. Le Doyen ou son délégué peut, mais n'est pas tenu de le faire, exiger un réexamen du projet pour déterminer si le projet ainsi modifié respecte toujours les critères énoncés à 26.1.1 et 26.2.1. Si un réexamen est requis, il sera soumis au CPEF pour une réévaluation. Le Doyen doit en tout cas en informer le membre, le cas échéant, dans les quinze (15) jours ouvrables après avoir été informé des modifications. Suite à la mise à jour de la recommandation du CPEF, si le Doyen estime que le projet modifié ne respecte pas les critères, il :

- (a) avise promptement le membre, par écrit, des motifs de sa décision ; et
- (b) informe le membre de toute conséquence ou exigence découlant de cette décision, étant entendu que la(les) conséquence(s) ou exigence(s) précitée(s) aura(auront) pour but -- dans toute la mesure du possible -- d'éviter le report ou l'annulation du congé.

~~26.7.78~~ **Rapport** Le membre qui a bénéficié d'un congé universitaire doit présenter à son doyen, dans les 30 jours qui suivent la date officielle de son retour à l'Université, un rapport écrit de ses activités pendant son congé. Ce rapport peut être considéré à la prochaine revue annuelle à la lumière de 26.1.1 et de 26.1.4.

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Employer Proposals - Copyright

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ARTICLE 35

Patents and copyright

Section 35.2

Copyright

35.2.2 Commercial exploitation and use

*35.2.2.2 With respect to any original work developed with the use of ~~e~~Employer facilities under 35.2.1.1 or 35.2.1.2, the member shall grant to the ~~e~~Employer a non-exclusive, royalty-free, irrevocable and non-transferable right for the use of said work for a minimum of ~~2 years~~five (5) years by the University for ~~internal academic and educational~~ purposes, not including any activities funded by grants or contracts administered by the University. After such time the member may withdraw this right to use.

*35.2.2.4 ~~The right granted in~~With respect to 35.2.2.2, the Employer shall seek the consent of the member shall not include the right to use the original work on-line, or for any purpose other than that for which it was originally intended, ~~nor or to~~ alter the work in any way, including its content, form or medium, ~~without the consent of the member.~~ Such consent shall not be unreasonably withheld. Where the work is to be translated, the member's approval of the translation shall be obtained and the member may request that her name not be associated with it.

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Employer Proposals – FGPS membership

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ARTICLE 32

~~Faculté des études supérieures et postdoctorales~~ Direction et évaluation des thèses

Section 32.1

Dispositions générales

32.1.1 Normalement, seuls les membres de l'unité de négociation qui ~~sont membres de la Faculté des études supérieures et postdoctorales~~ ont l'habileté peuvent diriger et évaluer les thèses et diriger des chercheurs postdoctoraux.

32.1.2 Le fait d'avoir l'habileté ou non d'appartenir, ou non, à la Faculté des études supérieures et postdoctorales ne doit pas -- en soi -- être interprété d'une manière préjudiciable au membre.

~~*32.1.3 Il relève uniquement du Sénat d'établir et de modifier de temps à autre les critères régissant l'appartenance à la Faculté.~~

32.1.34 Les membres qui détiennent le rang de professeur adjoint, agrégé, ou titulaire ~~-peuvent être habilités à diriger des thèses et des chercheurs postdoctoraux. sont admissibles à la Faculté.~~ Les membres occupant le rang de professeur de langue IV peuvent être habilités à diriger des thèses et des chercheurs postdoctoraux; sont admissibles à la Faculté selon les dispositions qui s'appliquent aux professeurs adjoints.

Section 32.2

~~Appartenance à la Faculté~~ Évaluation périodique

~~32.2.1~~ Recommandations et décisions

~~Toute demande d'adhésion à la Faculté peut se faire dès la nomination du membre et est traitée de la façon suivante.~~

~~(a) — Lorsqu'un professeur fait une demande d'adhésion à la Faculté, sa demande est examinée par le CPE et le directeur du département puis par le CPE et le doyen de la faculté. Leurs recommandations sont ensuite transmises au doyen de la Faculté des études supérieures et postdoctorales, qui présente le dossier au comité exécutif de la Faculté. Ce dernier décide d'accepter ou de rejeter la demande d'adhésion.~~

~~(b) — La question à poser est la suivante : "Le candidat présente-t-il les aptitudes à la supervision et a-t-il maintenu un dossier d'activités savantes, les résultats desquelles ont été diffusés récemment et qui sont convenables pour la direction de thèses de maîtrise ou de doctorat dans les secteurs pertinents de sa discipline ?". Chaque réponse doit s'appuyer sur des raisons et des preuves qui sont convenables. Le directeur doit indiquer son accord avec le CPED ou fournir une réponse distincte avec raisons à l'appui. Le doyen doit indiquer son accord avec le CPEF ou fournir une réponse distincte avec raisons à l'appui.~~

~~32.2.2~~ Évaluation périodique

32.2.1 ~~*32.2.2.1~~ Lorsqu'il est évident que les aptitudes d'un membre en matière de supervision ne conviennent peut-être plus ou lorsque, dans le cadre des évaluations ~~de programmes du CESO~~ du Protocole institutionnel

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d'assurance de la qualité (PIAQ), il est évident que le membre n'a peut-être pas maintenu un dossier d'activités savantes convenables pour la direction de thèses de maîtrise ou de doctorat, le ~~d~~Doyen de ~~la~~ Faculté, s'il a des préoccupations, écrit au membre pour lui faire part de ces préoccupations, l'informe de l'obligation du membre de préciser s'il désire ~~demeurer membre de la Faculté~~ continuer à être habilité à diriger des thèses aux cycles supérieurs et des chercheurs postdoctoraux, et l'informe d'un délai raisonnable pour donner une réponse.

32.2.2 ~~32.2.2.2~~ Le silence de la part d'un membre sera interprété comme un retrait volontaire de la direction des thèses et des chercheurs postdoctoraux. Si le membre fait la demande de ~~rester membre de la Faculté~~ continuer à diriger des thèses et des chercheurs postdoctoraux, sa demande doit être traitée conformément à 32.2.1, *mutatis mutandis*.

Provisions in other articles :

ARTICLE 1

Définitions

DOYEN : le doyen d'une faculté, ou d'une section de la Faculté de droit, ~~ou de la Faculté des études supérieures et postdoctorales~~.

Section 5.2

Recommandations et décisions

5.2.1 Dispositions générales

5.2.1.1 La présente section décrit les principales étapes de procédure à suivre concernant les recommandations faites ou les décisions prises, aux termes de la présente convention collective, par les CPE, les directeurs, les doyens, ~~le comité exécutif de la Faculté des études supérieures et postdoctorales~~, le Comité mixte, le Bureau ou le Comité d'administration.

~~5.2.2.14 Les dispositions de la présente section qui s'appliquent au Comité mixte s'appliquent en outre, *mutatis mutandis*, au comité exécutif de la Faculté des études supérieures et postdoctorales.~~

Section 13.3

Avant le grief : Recommandation défavorable

~~13.3.2 — Lorsqu'il y a une recommandation concernant l'appartenance à la Faculté des études supérieures et postdoctorales, les dispositions de la présente section s'appliquent *mutatis mutandis*, étant entendu que par "Comité mixte" ou "Bureau" on entend le "comité exécutif de la Faculté des études supérieures et postdoctorales", et que "doyen" signifie le doyen du membre.~~

(Renumbering from 13.3.3 to 13.3.10)

Section 13.4

Étape 1 : Présentation d'un grief

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13.4.6 À moins que les agents de liaison en conviennent autrement, un grief qui va au-delà de la première étape passe à la deuxième étape s'il traite de questions relatives à ~~la Faculté des études supérieures et postdoctorales (FÉSP), dont l'adhésion ou le renouvellement d'adhésion à la FÉSP,~~ l'assignation de la charge d'enseignement ou d'autres décisions du ~~d~~Doyen. Dans le cas de la remise d'une réprimande écrite ou d'un avertissement formel ou du non-renouvellement d'un engagement régulier à durée limitée par le doyen, et dans tous les autres cas, le grief saute la deuxième étape et passe directement à la troisième étape selon les dispositions de 13.6. Il en va de même d'un grief qui passerait normalement à la deuxième étape mais qui traite du non-respect de l'obligation de prendre des mesures d'accommodement aux termes du *Code des droits de la personne de l'Ontario*.

ARTICLE 38

Démission et droits des membres retraités

Section 38.1

Professeur émérite

38.1.3 Les professeurs émérites jouissent des privilèges ci-dessous :

- (a) accès à toutes les bibliothèques et leurs services à l'Université d'Ottawa ;
- (b) invitation aux cérémonies et réceptions officielles de l'Université, y compris celles réservées au personnel enseignant ;
- (c) inscription continue sur la liste officielle des professeurs à l'Université d'Ottawa avec le nouveau titre ;
- (d) maintien ~~de l'appartenance à la Faculté des études supérieures et postdoctorales~~ ses privilèges de supervision, pourvu que les dispositions énoncées à l'article 32 de la présente convention soient respectées ;
- (e) accès aux services de soutien pour la recherche, selon la disponibilité de ceux-ci.

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Employer Proposals – Sexual harassment

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Section 39.5

Sexual harassment

~~*39.5.1 The University Policy on Sexual Harassment approved by the Board of Governors as Policy 67 (hereinafter referred to as the "Policy") shall apply in the case of an allegation of sexual harassment against a member of the Association of Professors of the University of Ottawa bargaining unit under the terms set out in this section.~~

~~*39.5.2 In the event that any amendment or amendments to the Policy affect the substance of the provisions of this section or conflict with other provisions of this collective agreement, the parties agree to negotiate changes to this section as required; until such time as the negotiations are concluded, the then current 39.5 and the Policy to which it refers shall continue to apply.~~

~~*39.5.3 The Policy and the provisions of this section shall apply only to complaints of sexual harassment as defined in the Policy against a member of the APUO bargaining unit allegedly occurring in the course of the member's employment with the Employer, or involving alleged influence or pressure by virtue of the member's employment status on an individual who has a relationship with the University.~~

~~*39.5.4 With respect to appointments under paragraph 4 of the Policy, the Association shall forward the names of the 2 appointees. The Secretary of the University may, on reasonable grounds, reject one or both names put forward whereupon the Association shall forward a replacement name or names until the appointment process is completed.~~

~~*39.5.5 With respect to a complaint of sexual harassment against a member, the procedures set out in the Policy at paragraphs 8 through 15 inclusive shall apply, it being understood that the request to the respondent under paragraph 13 shall include notification to the respondent that "a copy of the response, if any, will be forwarded to the complainant, and could subsequently be forwarded to your dean if a further investigation is required". It is also understood that paragraph 15 of the Policy shall be read to begin with the words "After receiving the written complaint, response (if any) and reply (if any) pursuant to paragraphs 12, 13 and 14,....".~~

~~*39.5.6 In the event that no meeting is convened or no settlement is reached pursuant to paragraph 15 of the Policy, and unless the Sexual Harassment Officer is of the opinion that the complaint is frivolous, vexatious or vindictive or that the conduct complained of cannot reasonably be said to fall within the definition of sexual harassment as set out in paragraph 2 of the Policy, she shall forward the written complaint and response (if any) to the dean, who shall proceed with an investigation pursuant to 39.1.2. After the dean's investigation, if the dean has reasonable grounds to believe the member has committed an act of sexual harassment, the dean shall proceed under 39.4. Should the dean decide not to proceed under 39.4, no record of the matter shall be placed in the member's file.~~

~~*39.5.7 It is agreed that the provisions of 13.2.2, 13.2.6, and 13.2.9 of the collective agreement apply, *mutatis mutandis*, to the meetings and exchanges of information leading up to any action by the Sexual Harassment Officer under 39.5.6.~~

~~*39.5.8 It is agreed that the Sexual Harassment Officer is neither compellable nor competent to give testimony in any proceeding under the Policy or before any other tribunal established under the collective agreement respecting information obtained pursuant to the Policy.~~

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~~*39.5.9~~ It is agreed that a member against whom a complaint has been made and the Association retain all rights and protections accorded to members and the Association under the collective agreement with respect to any investigation, hearing, or action by the employer and, without limiting the generality of the foregoing, these shall include:

- ~~(a)~~ — the right to have access to and receive copies of letters of complaint or any relevant documents,
- ~~(b)~~ — the right to be represented and make representations at meetings or hearings relating to the matter in accordance with the rules of natural justice,
- ~~(c)~~ — the right to have the matter dealt with in accordance with the terms of 5.2.1 of the collective agreement, *mutatis mutandis*, and
- ~~(d)~~ — the right to grieve against the interpretation, application, or administration of the Policy as well as any decision taken pursuant to it.

~~*39.5.10~~ Any provision of the collective agreement not explicitly modified herein shall continue to be applicable to any investigation, hearing, recommendation, or decision respecting a complaint dealt with under the Policy.

~~*39.5.11~~ Nothing in the Policy or this section shall be interpreted as removing the right of a complainant or respondent who is a member from seeking assistance from the Association in any matter associated with the application of the Policy or in pursuing a grievance related thereto.

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Employer Proposals – Librarian – normative proposals

presented November 5, 2015

*17.7.2.2

- (e) Lorsque le bibliothécaire en chef prévoit qu'une nomination intérimaire dépassera trois (3) mois, il doit annoncer le poste au sein de la bibliothèque en conformité avec l'article 17.7.1.5-
~~(f) — il doit annoncer le poste à l'intérieur selon les modalités prévues à 17.7.1.4(a) et (b) et à 17.7.1.5-~~

*17.7.2.3

Replacement librarian A position may be filled on a temporary basis by a replacement librarian when a librarian on leave or assigned to other duties must be replaced, or when a regular position must be filled temporarily, or for any other reason agreed to by the parties, ~~it being understood that a regular position shall not be filled by replacement librarians for more than six (6) months.~~ In such an event, the following provisions shall apply.

- (a) Notice of a vacant position subject to such an appointment shall be given in accordance with the provisions of 17.7.1.4.
- (b) The University Librarian shall consult the LPC regarding the candidates before making an appointment. This consultation shall be done, *mutatis mutandis*, in accordance with the provisions of 17.7.1.6.1(b), (d) and (g).
- (c) The appointment of a replacement librarian shall be for a period of not less than three (3) and not more than twelve (12) months, ~~and may not be renewed more than once; regardless of the length of the initial appointment, a renewal shall be for a period of not less than three (3) and not more than twelve (12) months.~~
- ~~(d) The appointment of a replacement librarian may not be renewed more than once; regardless of the length of the initial appointment, a renewal shall be for a period of not less than three (3) and not more than twelve (12) months.~~

Notwithstanding the above, where the length of the leave or assignment to other duties is known at the outset, the appointment of a Replacement Librarian may be for the same period.

Notwithstanding the above, when/When the replacement is for maternity or parental leave purposes or if an extension of a replacement is required because of maternity or parental leave, the replacement appointment continues until the effective date of return from the leave.

*17.7.2.4

Bibliothécaire invité ~~L'employeur peut engager un bibliothécaire invité pour exécuter un projet spécial requérant des qualifications particulières telles qu'il ne peut être assumé par les bibliothécaires membres de l'unité de négociation, ou pour donner suite à des échanges de personnel avec d'autres universités ou organismes. Le cas échéant, les dispositions suivantes s'appliquent.~~

17.7.2.4.1 Une personne peut être engagée comme bibliothécaire invité pourvu que :

- (a) Un engagement à ce titre ne peut pas dépasser douze (12) mois la personne soit un bibliothécaire reconnu et dont la présence accroîtra la portée ou la qualité des activités savantes ou scolaires de l'Université ; et
- (b) Le bibliothécaire en chef ne peut procéder à l'engagement d'un bibliothécaire invité sans avoir consulté le responsable de l'unité administrative intéressée et le CPB au préalable, et avoir donné toute la considération voulue à leurs recommandations la personne ait, à l'extérieur de l'Université d'Ottawa, un poste permanent ou une carrière, ou qu'elle soit à la retraite;
- (c) Un bibliothécaire invité n'est pas membre de l'unité de négociation.

17.7.2.4.2 L'engagement initial d'un bibliothécaire invité ne doit pas dépasser vingt-quatre (24) mois. Un bibliothécaire invité peut être réengagé une fois, étant entendu que l'engagement ne peut dépasser trente-six (36) mois.

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17.7.3 Dotation régulière

*17.7.3.1 Un poste doté d'une façon régulière donne lieu :

- (a) soit à une *mutation*, auquel cas les dispositions prévues à ~~17.7.3.2~~17.6.1 s'appliquent ;
~~(i) — thirty (30) months following the commencement of the preliminary appointment of a librarian;~~

*18.1.2.5

- (b) doit prendre sa décision, et en informer le membre par l'intermédiaire du bibliothécaire en chef, au plus tard trois (3) mois
~~avant la fin de l'engagement préliminaire ;~~
~~(i) — trente (30) mois après le début de l'engagement préliminaire d'un bibliothécaire.~~

*20.5.1

Professional activities A librarian member's *professional activities* shall be those described in the member's job description—~~established in accordance with 22.3.2.4~~ together with the workload goals and objectives established annually ~~in accordance with 23.5.2.1~~. The professional activities of a member may include, but are not limited to:

- (a) ~~providing instruction, consultation and research support; information services (reference interview, researching of relevant sources, sourcing citation styles, specific works and their methodology); and individual consultation (in depth research, relevant formats);~~
- (b) ~~managing, developing and assessing the Library collections, information systems and services; ensuring collection development (developing and maintaining collection development policies, selecting and researching information sources for acquisition, making expert recommendations, negotiating and managing licenses, overseeing allocated budgets and making qualitative and quantitative evaluations of collections and their use to determine their relevance as well as to respond to the needs of OCGS, CARL or other organizations);~~
- (c) ~~ensuring access to, and controlling of, the collections (metadata, original cataloguing, quality control of derived cataloguing, advanced searching, development and monitoring of internal standards and authority control);~~
- (d) ~~teaching research methodology to the student community at all levels as well as the faculty community, developing training tools, course notes, in the member's areas of specialization;~~
- (e) ~~preparing research tools (pathfinders, help guides) in various formats and bibliographic works in collaboration with professors; quality control of activities leading to the production of research tools or teaching tools;~~
- (f) ~~representing the Library network to departments, faculties, schools, programs and services of the University, other universities, and to vendors, according to the member's areas of specialization and promoting the activities of the Library network;~~
- (g) ~~providing orientation and training to new librarians and others, and as needed, ongoing training; developing training programs and related materials;~~
- (h) ~~participating in professional activities outside the Library network that are related to library and information science, such as contributing to the effective operation of CLA, OLA, ASTED, or similar organizations by serving on their governing bodies or participating in the work of their committees;~~
- (i) ~~providing research support to research teams at the University;~~

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~~(j) identifying, evaluating and implementing new and emerging technologies and services. These can include requirements and user experience analysis, systems projects coordination and development and maintenance of various systems (library systems, website, etc.), computer programming and web design;~~

~~(k) development and application of instructional methods and activities that include but are not limited to teaching information literacy skills in class and online and devising appropriate assignments and corresponding evaluation criteria.~~

All other activities in which the member engages for the purpose of preparation or fulfilling each of the above activities or related, are considered professional activities.

Any work directly overlapping with the day-to-day fulfillment of professional activities is not considered part of scholarly or academic service activities.

20.5.2 Administrative activities

~~*20.5.2.1 A librarian member's administrative Administrative activities shall be those described in the librarian member's job description established in accordance with 22.3.2, together with specific goals and objectives established annually in accordance with 23.5.2.1. These administrative activities may include the following, but are not limited to:-~~

~~(a) direction of a service, department or library;~~

~~(b) supervision of employees;~~

~~(c) management of activities, services or budgets;~~

~~(d) coordination of a specific activity within a service or department, library, or the Library; network responsibility for policies and procedures;~~

~~(e) chairing of a committee or similar entity, management of a project planning, developing and ensuring the implementation of the required infrastructures for the good functioning of the Library network by evaluating and analyzing needs, performance, and problem solving as required.~~

20.5.3 Scholarly activities

~~*20.5.3.1 General provisions~~

~~*20.5.3.1.1 A librarian member's scholarly activities are those which contribute:~~

~~(a) through research activities to the advancement of knowledge in her area of specialization:~~

~~(i) conceiving, developing and carrying out research projects, individually or with others;~~

~~(ii) presenting the results of research or critical studies at, or actively participating in scholarly meetings, colloquia, or research groups;~~

~~(iii) preparing reports, articles, chapters or books presenting results of the member's research or critical studies, including works published in collaboration with others;~~

~~(iv) academic study leading to a post-secondary degree (including advanced degrees beyond the qualifications previously held), diploma, certificate in a field relevant to the member's area of specialization;~~

~~(v) work done under contract, provided it contributes to the advancement of knowledge, and the results are accessible in a form permitting peer evaluation;~~

~~(vi) editing of a scholarly publication, where there is evidence that the member's work extends beyond customary editorial duties and includes a significant contribution to the advancement of knowledge;~~

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~~(vii) developing new electronic applications (e.g. tools or systems) that improve library activities such as information literacy training or information retrieval~~

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(b) through artistic/literary creation to the advancement of the arts and letters;

~~(i) producing original works or forms of expression;~~

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~~(ii) conceiving, developing and carrying out for publication artistic projects or literary criticism.~~

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(c) through various professional development activities ~~to the advancement of the library profession.~~

~~(i) making valuable contributions to the advancement of the profession itself by representing the professional community individually or with others, making presentations, briefings or proposals to external organizations.~~

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The above assumes a cumulative level of knowledge through a librarian's career.

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~~*20.5.3.1-20.5.3.2~~ Scholarly activities referred to in this agreement for librarians are those whose form makes peer evaluation possible and those which aim at being communicated in a form permitting peer evaluation.

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~~*20.5.3.1-3-20.5.3.3~~ It is understood that the existence of scholarly, artistic or literary works, or professional development activities may not be – in and of itself – proof of ~~competence or~~ satisfactory performance in scholarly activities.

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~~*20.5.3.2~~ Scholarly activities for librarians contribute to the advancement of knowledge and include, but are not limited to:

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~~(a) conceiving, developing and carrying out research projects, individually or with others;~~

~~(b) conceiving, developing and carrying out critical or innovative analyses of existing knowledge, including bibliographic analyses;~~

~~(c) presenting the results of research or critical studies at, or actively participating in scholarly meetings, colloquia, or research groups;~~

~~(d) preparing reports, articles, chapters or books presenting results of the member's research or critical studies, including works published in collaboration with others;~~

~~(e) academic study leading to a post-secondary degree (including advanced degrees beyond the qualifications previously held), diploma, certificate in a field relevant to the member's area of specialization;~~

~~(f) work done under contract, provided it contributes to the advancement of knowledge, and the results are accessible in a form permitting peer evaluation;~~

~~(g) editing of a scholarly publication, where there is evidence that the member's work extends beyond customary editorial duties and includes a significant contribution to the advancement of knowledge;~~

~~(h) developing new electronic applications (e.g. tools or systems) that improve library activities such as information literacy training or information retrieval.~~

~~*20.5.3.2.1~~ Any work directly overlapping with the immediate day-to-day fulfillment of professional activities as defined in her job description is not considered part of research activities, in the sense of this collective agreement.

~~*20.5.3.3~~ Artistic or literary creation Artistic or literary creation includes the following activities:

~~(a) producing original works or forms of expression;~~

~~(b) conceiving, developing and carrying out for publication artistic projects or literary criticism.~~

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~~*20.5.3.4 Professional development activities. Professional development activities include:~~

~~(a) making contributions to the practice of a profession beyond the immediate, day to day fulfillment of professional activities as defined in the librarian's job description.~~

~~These include, but are not limited to:~~

~~(i) writing or developing innovative teaching methods and materials for use within the Library network or in the library profession;~~

~~(ii) successful completion of an internship of not less than 6 weeks which is of benefit to the Library network or the profession.~~

~~(b) making valuable contributions to the advancement of the profession itself:~~

~~(i) representing the professional community, individually or with others, making presentations, briefings or proposals to external organizations.~~

*20.5.4 Academic service activities A librarian member's academic service activities include, but are not limited to:

(a) participating in the work of committees, ~~project task forces, ad hoc committees, working groups,~~ and any equivalent groups of the Library ~~network~~ or the University, or otherwise contributing to the effective operation of the University of Ottawa or one of its constituent parts. It is understood that chairing such groups is an administrative activity under 20.5.2 and that work related to the member's job description is a professional activity under 20.5.1.

(b) contributing to the effective operation of the Association by serving as an officer of the Association or on its Board of Directors, or participating in the work of one of its committees or constituent parts;

(c) contributing to the effective operation of AUCC, CAUT or OCUFA by serving on their governing bodies or participating in the work of their committees;

(d) participating in professional activities outside the Library, such as contributing to the effective operation of associations, learned or professional societies, by serving on their governing bodies or by participating in the work of their committees,

~~(de)~~ refereeing submissions to scholarly or professional publications;

~~(ef)~~ editing scholarly or professional publications;

~~(f) contributing to the effective operation of learned or professional societies by serving on their governing bodies or participating in the work of their committees;~~

(g) contributing to community projects which are related to the role of the University.

31.2.2 Eligibility conditions

*31.2.2.1 The following conditions must be met for a librarian member to be eligible for academic leave:

(a) The member must hold a continuing appointment.

(b) The member must have completed, by the time her first academic leave is to begin, six (6) consecutive years of full-time service as a librarian.

~~(bc)~~ The member...