

Draft FOR May 28, 2021

Letter of Understanding re Article 10.02.2

Corresponds to CUPE #43 AND 47 (December 14, 2020)

DB – Draft May 23 6pm

ARTICLE 10 – POSITIONS AND RATES OF PAY

10.01.1 The parties recognize that the employer wishes to provide teaching opportunities for full-time graduate students. Such students will normally be employed in tutor 1, tutor 2, tutor 3, tutor 4, tutor 6, tutor 7, or writing instructor positions. However, the employer reserves the right to appoint such students to no more than ~~fifty-fifty-five (55) type one full~~ one full course director positions (not including any course director positions to which full-time graduate students are appointed when there have been no suitably qualified candidates with applicable prior experience in Unit 2 for course director positions originally posted in Unit 2) during any twelve-month period ending 31 August. ~~Further, the employer reserves the right to appoint such students to an as yet undetermined number of additional positions in the Faculty of Education which will be based on the number of “net new” course director positions in the faculty, subject to a process to be worked out between the parties via the Labour/Management Committee. In the event that either the Faculty of Environmental Studies or the Faculty of Education does not use all of their allotted positions, they will not be transferable to, nor can they be borrowed by, other Faculties.~~ In identifying courses to be made available as ticketed course opportunities, hiring units will give first consideration to courses that were not taught by an employee in the Unit 2 bargaining unit in the immediately preceding contract year.

Notwithstanding Article 10.01.2, the employer further reserves the right to appoint such students to additional positions equal to one-third of the number of Research release-time stipends granted each year to holders of SSHRC Research Grants. If a hiring unit has an even number of research release-time stipends in a single year, the ratio shall be achieved by averaging the positions over two or more years.

The Administration will ensure – and verify through report – that released courses are being distributed on the basis of one Unit 1 ticket for each group of two Unit 2 replacement appointments. The courses filled must have been taught in the previous year by a faculty member on release, or by a faculty member now taking on courses of released colleagues, or courses that the faculty member on leave had been scheduled to teach. These Unit 1 tickets shall not exceed the forenoted ratio. The Administration will report as soon as the grants are accepted and again, when the appointments begin.

Effective 2015-16 the ticket application process is as follows:

- (i) PhD students wishing to apply for a ticketed course directorship will do so by January 31st using the standard Application for Teaching Assistantship Positions in Appendix F.

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- (ii) Applications for ticketed course directorships will additionally include, along with the Application Form in Appendix F:
 - a. A letter indicating the applicant's interest in teaching a course; how teaching a course fits with the applicant's future career aspirations; the subject matter the applicant is most qualified to teach; and the term or terms in which the applicant would be available to teach the course;
 - b. A statement from the applicant's supervisor indicating a ticketed course director position at this stage is appropriate and will not negatively affect the applicant's progress in the Program.
 - c. Units may also require references from one or more course directors for whom the applicant has served as a teaching assistant.

Units may wish to provide additional guidance regarding item (ii)(a) above; such additional guidance will be communicated by the Unit to potential applicants.

- (iii) Programs will identify the potential ticketed course opportunities and will communicate the list of opportunities to applicants by no later than April 1. If the Program will have no ticketed course directorship opportunities, it will advise the applicants by no later than April 1. Applicants may indicate their preference for a specific opportunity by April 15.
- (iv) Applicants will be assessed ~~and ranked~~ on the basis of their applications. Units may optionally include an interview process; if an interview process is included, the interview process and its role in the applicant assessment will be communicated to applicants. In all cases, appointment decisions will be communicated to applicants by May 15.
- (v) Preference for appointments to ticketed course directorships will first be given to applicants in their upper years (year 4 and up) with the least prior experience as a ticketed course director. Units may ~~establish their own eligibility criteria with respect to year or years of program and/or~~ also consider progress toward program completion among upper-year applicants; any such ~~criteria consideration~~ will be communicated by the Unit to potential applicants.
- (vi) A minimum of two ticketed courses directorships will be made available to each faculty to ensure the equitable availability of ticketed course directorships among those faculties who may wish to use ticketed courses directorships.

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- (vii) Giving preference first to qualified applicants in their upper years per (v) above, a minimum of 50% of the ticketed course directorships at the faculty level will be prioritized in each contract year for qualified applicants who self-identify as a member of one or more of the Equity Groups, as follows:
 - (a) A minimum of 50% of the Equity Group-prioritized ticketed course directorships will be further prioritized for qualified applicants who self-identify as Indigenous or racialized:
 - (b) In selecting between or among two or more qualified applicants who self-identify as Indigenous or racialized or between or among two or more qualified applicants who self-identify as other than Indigenous or racialized first priority will be given to applicants who self-identify as a member of two or more Equity Groups.

- (viii) Where there are no qualified applicants who self-identify as a member of an Equity Group, the ticketed course directorship will be awarded as set out in sections (iv-v) above.