

**UW – Counterproposal – December 16, 2013**

**LETTER OF AGREEMENT**

between

**THE UNIVERSITY OF WINNIPEG**

- and -

**THE UNIVERSITY OF WINNIPEG FACULTY ASSOCIATION**

**RE: AMENDMENTS TO PROMOTION & TENURE PROCEDURES**

**Whereas:** The Parties wish to amend the procedures governing promotion and tenure/continuing appointment in the Agreement; and

**Whereas:** The Parties do not wish to delay the conclusion of the Agreement on all other outstanding issues; and

**Whereas:** The Parties have agreed on the basic principles on which such amendments shall be negotiated;

**Now Therefore** the Parties agree as follows:

1. The preparation of the necessary collective agreement language required to implement the principles will commence as soon as possible, and shall be completed by May 31, 2014. The Parties acknowledge that consultations with their respective principals will be necessary in order to ensure that this major change is developed and implemented correctly and effectively, and that sufficient time is provided to properly communicate this change to both Members of the bargaining unit and the Administration. They will also negotiate transitional provisions to ensure that any amendments are introduced in a way that provides adequate notice to all those affected by the new provisions. Given the significant nature of the anticipated changes for Members and from an administrative perspective, the parties acknowledge that the earliest such changes would take effect would be the 2015-16 Academic Year.

2. Changes to the procedures will not diminish academic standards. The standards for tenure and promotion need to be clear, consistent and properly communicated to Members. The Dean shall consult with Chairs and DPC chairs (who shall be given the opportunity to provide written submissions), and with the Vice-President (Academic). Following these consultations, the Dean shall then set criteria, ~~(including weightings the~~ relative importance of teaching, research and service), for promotion, tenure, and continuing appointment within the Faculty. These criteria shall be consistent with the

Agreement and shall not specify a minimum number of required publications, the names of specific journals, or amounts and names of specific sources of research funding.

3. The criteria established by the Dean shall be reviewed every five (5) years, and the Dean shall consult Chairs, DPC chairs and the Vice-President (Academic) in determining what changes, if any, should be made.
4. The criteria established by the Dean shall be posted on the University's website and provided to all new Members. In the event that these criteria are changed within a specified period of time before a Member applies for tenure and/or promotion, the Member can elect whether the old or new standards shall be used.
5. External references will be required for all Faculty Members' applications for tenure and/or promotion. The applicant shall provide a list of five (5) names and the Dean in consultation with the Chair shall select three (3) external referees. The current process set out in the Agreement for selecting alternate referees shall remain. The standard letter to external referees set out in Appendix 1 to the Agreement shall be reviewed and revised.
6. For continuing appointment, tenure and/or promotion applications, the DPC and the FTPC shall be replaced by a single Faculty-level committee chaired by the Dean (non-voting), comprised of: the applicant's Chair (non-voting), two Faculty Members appointed by the Dean as nucleus members normally from the Dean's Faculty, three Members of the applicant's Department (or where necessary, a closely related discipline). Normally, the Dean in consultation with the Chair shall select the committee members from the applicant's Department from a list of 5 names provided by the DPC. In formulating the list, the DPC shall have due regard to the applications coming forward that year from the Department and take into account appropriate ranks, expertise and potential conflicts of interest and reasonable apprehension of bias. For applications for tenure/ promotion to Associate Professor, committee members must hold tenure. For promotion to Full Professor, members must be tenured and at least one (1) Full Professor shall be on the committee. When an Instructor is an applicant, the committee shall be augmented by an Instructor who holds continuing appointment (if an Instructor is not already a committee member) for consideration of the Instructor application(s).
7. The nucleus members shall normally serve for a period of two (2) years, and shall not serve concurrent terms.
8. The Dean shall be responsible for ensuring that the process is fair, with particular regard to conflicts of interest and circumstances that could create a reasonable apprehension of bias for the applicant. The Dean shall have the authority and responsibility to replace a committee member for consideration of any application where there is a conflict of interest or reasonable apprehension of bias.

9. Each academic year, Deans, Chairs and committee members shall receive training on collective agreement procedures as well as relevant administrative law principles. UWFA shall be invited to participate in these sessions.

10. The applicant shall provide the committee with whatever information he/she or the committee deems necessary to justify his/her being granted tenure and/or promotion. For information, the Dean shall provide the committee with the qualitative and/or quantitative measurements in the three areas of evaluation developed by the DPC or the applicant's Department for the purpose of annual evaluations pursuant to Article 14.19(2) of the Agreement. Voting shall be by secret ballot with no abstentions allowed. The Dean shall designate one of the nucleus members prepare a written summary of the results of the vote, reasons for the committee's recommendation and any dissenting opinion(s), which the Dean shall review and sign. A copy shall be provided to the applicant, who will have an opportunity to comment on it. The applicant shall be offered the opportunity to appear before the committee and shall have the option of being accompanied by another Member.

11. The Dean, the Chair, and the Unnamed Committee shall each provide separate recommendations on all applications, copies of which shall be provided to the applicant by the Dean in advance of providing same to the Vice-President (Academic).

12. The Dean shall forward the Committee's recommendations, the Applicant's comments, the Chair's recommendation, and his/her own recommendation, to the Vice-President (Academic). The Vice-President (Academic) shall review the materials and recommendations and make his/her own recommendation. All materials and recommendations shall be forwarded to the President.

13. The President shall decide whether or not to grant continuing appointment, tenure and/or promotion. The President shall provide reasons therefor when the application is denied. The President's decision shall be communicated to the Member as soon as practicable and by no later than May 31.

14. Procedures for smaller Faculties and/or small departments, units without a Chair, continuing appointments and Librarians will be adapted from the new procedures *mutatis mutandis*.

15. DPC's shall continue to conduct annual evaluations of Members. In formulating qualitative and/or quantitative measurements in the three areas of evaluation pursuant to Article 14.19(2) of the Agreement for the purpose of annual evaluations, the DPC and Chair shall have regard to the faculty-wide criteria for promotion and tenure established by the Dean for the Faculty. The Dean shall review the qualitative and/or quantitative criteria proposed by the DPC and Chair to ensure consistency with Faculty criteria. Once approved by the Dean, these criteria of qualitative and/or quantitative measurement may be reviewed by the Chair and DPC every five (5) years.

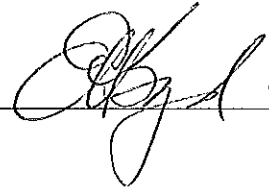
DATED this 16<sup>th</sup> day of December, 2013

For The University Of Winnipeg



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For The University of Winnipeg  
Faculty Association



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