

## LETTER OF UNDERSTANDING

Between

**WILFRID LAURIER UNIVERSITY**

and the

**WILFRID LAURIER UNIVERSITY FACULTY ASSOCIATION**

**Re: Office Space in the Dr. Alvin Woods Building  
Articles 4.2.1, 4.2.2, 12.2.4, 13.5, 13.6, 19.2, 19.5 and 22.2 of the Collective  
Agreement for Part-time Contract Academic Staff and Part-time Professional  
Librarians, 2004-2007**

Whereas CAS Members in the following academic sub-units in the Faculty of Arts were affected by the renovations to the Dr. Alvin Woods Building, namely Anthropology, Communication Studies, Cultural Studies, English and Film Studies, Global Studies, History, North American Studies, Political Science, Religion and Culture, and Sociology; and

Whereas some CAS Members in the affected academic sub-units have raised concerns about the office space and work areas provided by the University under Articles 4.2.1 and 4.2.2,


The Parties agree to the following:

- (1) Establish a bilateral committee of two representatives of each party which shall
  - (a) conduct an inventory of office space and work areas assigned for CAS Members in the Dr. Alvin Woods Building including:
    - (i) for each affected academic sub-unit a list of CAS Members, their assigned office space and work area, and office hours; and
    - (ii) for each shared office space and work area designated for CAS Members a list of furnishings, telephones, computer and other equipment;
  - (b) make recommendations on the provision of storage space for confidential materials and personal belongings, and any further measures needed to meet the provisions of 4.2.1 or 4.2.2
- (2) The work areas designated for CAS Members (Rooms 2-115, 2-117, 3-115, 3-117, 4-115, 4-117, 5-115, 5-117) shall have a window installed in each of the doors by the start of the winter 2008 term.
- (3) The University will install telephones and computers with access to internet services in the office space designated for student consultations (Rooms 2-127, 2-129, 3-127, 3-129, 4-127, 4-129, 5-127, 5-129) by the start of the winter 2008 term.

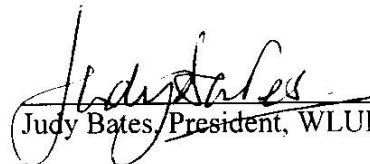
(4) Since this bilateral committee will not complete its review before the conclusion of classes in the fall term, and since the provision of office space and equipment for CAS Members in the Dr. Alvin Woods Building may adversely affect teaching and learning conditions, the parties agree that under Article 19.2 a Member's intramural courses taught during the fall term of 2007 may be evaluated. In the event that a Member believes that the responses to the teaching evaluation are anomalous due to the provision of office space and equipment in the Dr. Alvin Woods Building, the Member may challenge the inclusion of the evaluation in the Official File, as provided for under Article 12.2.4 of the Collective Agreement and/or may include in the Official File additional material including written comments on the accuracy or meaning of the evaluation. Such challenge and written comments shall be taken into account by the PTAC and/or Dean when considering a Member for an appointment under Article 13.5, for the granting of seniority status under Article 13.6, or for recommending a Professional Development Evaluation under Article 19.5.

(5) This bilateral committee shall be constituted within 10 days of the signing of this Letter of Understanding and shall report its findings and recommendations to the Dean of Arts, the Vice-President: Academic and to the Association by December 17, 2007. If the bilateral committee fails to reach agreement the representatives of each party shall submit separate reports to both the University and the Association by December 17, 2007.

(6) If the report of the committee finds that the office space or work areas fail to comply with the reasonable level of facilities provided for in 4.2.1 or 4.2.2, the University and the Association agree to meet by December 21, 2007 to review the Committee's recommendations. If the University fails to implement the accepted recommendations of the committee within the agreed upon timeline, the parties agree that the Association has access to grievance and arbitration under Article 22 of the Collective Agreement for Part-time Contract Academic Staff and Part-time Professional Librarians. The parties further agree that such grievances shall not be restricted by the Time Limits or Technical Irregularities under 22.2, but shall be initiated no later than 30 days following ratification of a new Agreement.

  
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Max Blouw, President, WLU

Dated: 28/11/07

  
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Judy Bates, President, WLUFA

Dated: Nov 22, 2007