

**SUMMARY OF TENTATIVE COLLECTIVE AGREEMENT
BETWEEN WILFRID LAURIER UNIVERSITY AND
WILFRID LAURIER UNIVERSITY FACULTY ASSOCIATION
FOR PART-TIME CONTRACT ACADEMIC STAFF AND PART-TIME LIBRARIANS
September 1, 2016 – August 31, 2019**

HIGHLIGHTS:

Article 2 and Article 11 – Definitions and Governance and Collegiality:

- definition of subunit-in-council ensures that CF will be elected to Program Coordinating Committees (formerly PCCs often did not have CF on them)

Article 4 – University Rights and General Administration

- office space now called work space
- individual lockable storage in a secure area
- all efforts will be made to assign individual desks to Members who teach 3 courses in a term or 4 courses over two terms with at least 2 in each term
- T2200s available for Online courses or if work space is not available
- minimum weekly time available for meeting with students has been raised from 1.5 to 2 hours per course

Article 13 – Appointment of Contract Faculty

- acknowledgement of roster application receipt by email
- Members will be notified by Dept if they are being recommended for a course
→ Member will have to confirm their interest within 5 days
- all PhD/PDF teaching will be in CA, not an MOU; University will be able to award up to 60 courses to doctoral students or post-docs; all efforts will be made to avoid courses in which CF have seniority; courses in which CF have seniority will not be given to PhD/PDF more than once in two years
- Members will receive their contracts for all Fall and Winter courses in July unless a course is not available for CF before June 1 (allows for better planning by Members)
- recommendation for 2-year renewable appointment (in a course) is mandatory if criteria are met; if Dean denies appointment must provide written reasons, copied to WLUFA
- Standing Appointments in the CA, not an MOU; same eligibility, terms and conditions; five-year term

Article 16 – Duties, Responsibilities and Workload of CF

- addition of “course development” to duties
- EI hours increased from 210 to 235

Article 18 – Leaves

- introduction of supplemental benefit for Members who care for a terminally ill family member (Compassionate Care Leave)

Article 22 – Discipline

- sunset clause for any record of disciplinary action except for harassment or violence

Article 24 – Benefits and Pensions

- CF Members who have taught at least 4 courses in the previous academic year will be eligible to participate in WLU benefits plans for CF (extended health and/or dental); premiums will be Member paid

Article 25 – Compensation

- 1.25% ATB in each of three years
- market adjustments to base course stipends in years 1 and 2
- collapsing of non-seniority and seniority rates, undergraduate and graduate rates

Article 26 – Pregnancy and Parental Leave

- improvements to supplementary benefits for pregnancy leave and parental leave

Article 28 – Supplementary Remuneration

- PER set at \$125 per course, to a maximum of \$500 per academic year
- Improvements to research money
 - research grant fund increases from \$30,000 to \$40,000 per academic year (\$20,000 Fall, \$20,000 Winter)
 - research support grants increase from four to six per academic year

Appendices

- **E** – Schedule of Pay for Advising, Supervision, Etc. – increases to pay for all categories except supervision of directed reading courses
- **G** – Roster Application – applicants may self-identify as members of designated groups; declaration that applicant has read course descriptions and believes they are qualified to teach courses
- **H** – Assessment of Applicants – tie-breaker added

ART.	TITLE	AMENDMENT
2	Definitions	CLARIFICATION: definition of subunit-in-council to ensure that CF are elected to Program Coordinating Committees
4.2	Working Environment	CHANGE: better working space provisions with individual lockable storage and printer access NEW: efforts will be made to find individual desks for Members who teach more courses NEW: T2200s when workspace is unavailable CHANGE: more time available for student meetings (from 1.5 to 2 hours per course)
10.X	Evaluation of a Member's Performance	NEW: Dean or Department Chair, or equivalent, may provide advice and coaching on teaching and clarification of expectations, duties and responsibilities
11.2	Collegiality	CLARIFICATION: subunit-in-council clarified to ensure that CF are elected to Program Coordinating Committees
12.1	Members' Official Files	NEW: all <u>official</u> documents will go in Official File
13.X	Equity	NEW: principle of equity in appointments
13.2	Part-time Appointment Committee	CHANGE: at least two PTAC members will attend training
13.3	Posting of Positions	CHANGE: all Fall/Winter courses will be posted by Jun 1, except those not known on June 1 (Oct 1); Summer courses will be posted by Feb 1
13.4	Application for Positions	CLARIFICATION: consideration for courses on roster NEW: acknowledgement of roster application receipt by email
13.5	Criteria for Appointment	CLARIFICATION: Members must be appointed to Graduate Faculty in order to teach grad courses CHANGE: recommendations to Deans for F/W courses (except late postings – Nov 1) by July 1; for S courses by Mar 1 NEW: Members will be notified by Dept if they are being recommended for a course → Member will have to confirm CHANGE: all PhD/PDF teaching will be in CA, not an MOU; University will be able to award up to 60 courses to doctoral students or post-docs; all efforts will be made to avoid courses in which CF have seniority; courses in which CF have seniority will not be given to PhD/PDF more than once in two years
13.6	Seniority	CLARIFICATION: evaluation for seniority will be next time Member is teaching a course CHANGE: recommendation for 2-year renewable appointment (in a course) is mandatory if criteria are met; if Dean denies appointment must provide written reasons, copied to WLUFA CLARIFICATION: of short-list/interview provisions CHANGE: retirees eligible for seniority in any course they have taught within 2 years of retirement, previously 10
ART.	TITLE	AMENDMENT
13.6	Standing	NEW: Standing Appointments in CA, not an MOU; same terms and

	Appointment	conditions; five-year term
13.7	Letter of Appointment	CHANGE: Dean will make offers by Jul 15 for F courses, by Jul 30 for W courses (except late postings – Nov 15), by Mar 15 for S courses
13.9	CAS Appointments in the Faculty of Music	CHANGE: students who leave Member's studio (graduation, withdrawal from program, transfer to studio of instructor appointed under 13.9.5) will be replaced if there are sufficient students
16.1	Duties and Responsibilities	NEW: addition of development NEW: Members must be familiar with and adhere to University policies; to teach grad courses CLARIFICATION: Members have to be members of Graduate Faculty
16.3	Workload	CHANGE: EI hours increased from 210 to 235 DELETE: 16.3.6 – comparison of FT and CF workload CHANGE: when Dean approves, tutorials in FOS will be the same number of hours as those in FOA CLARIFICATION: compensation for multi-section courses
16.10	Field Supervisors	EDITORIAL: move from three to five practicums
18.X	Compassionate Care Leave	NEW: introduction of supplemental benefit for Members who care for a terminally ill family member (Compassionate Care Leave)
19.4	Evaluations for Hourly-Paid Music Instructors	NEW: separate evaluation questions for Music Studio Instructors, Music Coach Accompanists, Music Therapy Supervisors
22.1	Discipline	NEW: sunset clause for any record of disciplinary action except for harassment or violence
23.5	Grievances: Informal Process	NEW: Chair of the WLUF A Grievance Committee will have access to Appendix H during informal grievance stage
24.2	Daycare	NEW: Members will have access to daycare
24.5	Benefit Plans	NEW: CF Members who have taught at least 4 courses in the previous academic year will be able to participate in WLU CF benefits plans (extended health and/or dental); premiums will be Member paid
24.6	Pension Plan	NEW: Members will be notified within one month when they become eligible to join the pension plan
25.3	Course Cancellation Fee	CHANGE: there will be no course cancellation fee if a Winter course is cancelled before Nov 15
25.2	Salary for Undergrad and Grad Courses	see table on following page
25.6	Hourly-Paid Music Instructors	CHANGE: base rates will all increase by 1.25% in each of three years

Undergraduate Non-Seniority Rate					
Effective	Adjustment	Base Rate	In lieu of Benefits	Vacation	Salary
01-Sep-15	Pension Offset 0.5%	\$6,872.92	\$274.92	\$274.92	\$7,422.76
01-Sep-16	1.25% + Market (\$240.24)	\$7,199.08	\$287.96	\$287.96	\$7,775.00
01-Sep-17	1.25% + Market (\$118.33)	\$7407.41	\$296.30	\$296.30	\$8000.00

Undergraduate Seniority Rate					
Effective	Adjustment	Base Rate	In lieu of Benefits	Vacation	Salary
01-Sep-15	Pension Offset 0.5%	\$7,020.06	\$280.80	\$280.80	\$7,581.66
01-Sep-16	1.25% + Market (\$91.27)	\$7,199.08	\$287.96	\$287.96	\$7,775.00
01-Sep-17	1.25% + Market (\$118.33)	\$7407.41	\$296.30	\$296.30	\$8000.00

Graduate Non-Seniority Rate					
Effective	Adjustment	Base Rate	In lieu of Benefits	Vacation	Salary
01-Sep-15	Pension Offset 0.5%	\$7,193.82	\$287.75	\$287.75	\$7,769.32
01-Sep-16	1.25%	\$7,283.74	\$291.35	\$291.35	\$7,866.44
01-Sep-17	1.25% + Market (\$32.62)	\$7407.41	\$296.30	\$296.30	\$8000.00

Graduate Seniority Rate					
Effective	Adjustment	Base Rate	In lieu of Benefits	Vacation	Salary
01-Sep-15	Pension Offset 0.5%	\$7,342.96	\$293.72	\$293.72	\$7,930.40
01-Sep-16	1.25%	\$7,434.75	\$297.39	\$297.39	\$8,029.53
01-Sep-17	Red-circled	\$7,434.75	\$297.39	\$297.39	\$8,029.53

One-term Course Rate					
Effective	Adjustment	Base Rate	In lieu of Benefits	Vacation	Salary
01-Sep-18	1.25%*	\$7,500	\$300.00	\$300.00	\$8,100.00

* Graduate Seniority Rate adjustment: 0.88%

ART.	TITLE	AMENDMENT
26.2	Pregnancy Leave Supplementary Benefits	CHANGE: improvements to supplementary benefits
26.5	Parental Leave Supplementary Benefits	CHANGE: improvements to supplementary benefits
28.3	Coordination of Large Class	CLARIFICATION: clarification of eligibility for remuneration
28.6	Deferred Assessments	CLARIFICATION: clarification of eligibility and process
28.7	Professional Expense Reimbursement	CHANGE: PER set at \$125 per course, to a maximum of \$500 per academic year
28.8	Research Funds	CHANGE: Increase from \$30,000 to \$40,000 with two dates
28.9	Research Support Grants	CHANGE: Increase from four to six
E	Schedule of Pay for Advising, Supervision, Etc.	CHANGE: increases to pay for all categories except supervision of directed reading courses
F	Posting	CLARIFICATION: clarification of several categories NEW: applicants may self-identify as members of designated groups
G	Roster Application	CLARIFICATION: clarification of several categories NEW: applicants may self-identify as members of designated groups DELETE: personal email address NEW: declaration that applicant has read course descriptions and believes they are qualified to teach courses
H	Assessment of Applicants	NEW: tie-breaker – Member who has taught course before, Member with most points in course, Member who has self-identified as a member of a designated group, Dean decides by lot
X	Vice-Deans	NEW: Vice-Deans cannot be delegated to perform duties under Art. 9.3 (Conflict of Interest) or 22 (Discipline)