**Letter of Understanding**

**Between**

**Wilfrid Laurier University**

**And the**

**Wilfrid Laurier University Faculty Association**

Re. Article 13.4 Posting Positions

Whereas the Department of Biology is offering a new required course, BI206, that was to be developed in the Fall 2020 term and taught in the Winter 2021 term by a full-time faculty member; and

Whereas the full-time faculty member is no longer able to develop or teach the course, and there is no other full-time faculty member in the Department of Biology available to do this work; and

Whereas Article 13.4 provides for the posting of courses and Article 16.1.2 lists the duties of a CTF Member, specifically (a) *to develop course materials* versus the Full-time Faculty collective agreement Article 18.2.4.1(i) *to develop courses where such development enhances the curriculum of the academic sub-unit*; and

Whereas the Department of Biology posted a part-time position to both develop the course, BI206, in the Fall 2020 term, and for the same person to teach the course the Winter 2021; and

Whereas the Department of Biology PTAC has assessed the applications for this posting and has recommended to the Dean the awarding of the course development and teaching to Dr. Belinda Ward-Campbell and the Dean subsequently approved the awarding of the work to Dr. Ward-Campbell;

The Parties agree on a without prejudice and precedent basis to allow the awarding of this course and the course development as proposed by the Department of Biology, based on the following:

1. The PTAC Chair confirmed that the PTAC assessed all applications using Appendix H, thus determining the most qualified person to teach the course; and
2. The payment for the course development will be $8320.19.

On behalf of Wilfrid Laurier University

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Deborah MacLatchy, President Date

On behalf of WLU Faculty Association

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David Monod, President, WLUFA Date