

**LETTER OF UNDERSTANDING  
Between**

**WILFRID LAURIER UNIVERSITY  
And the**

**WILFRID LAURIER UNIVERSITY FACULTY ASSOCIATION**

**Re: The definition of departments-in-council and sub-units-in-council**

Whereas, past practice is that sub-units-in-council, that is, departments-in-council, and Program Coordinating Committees, consist of at least five members; and

Whereas, the language of the Collective Agreement is somewhat ambiguous with respect to this requirement,

The Parties agree to the following changes to clarify the language of the Collective Agreement:

**Article 2: Definitions:**

**department-in-council:**

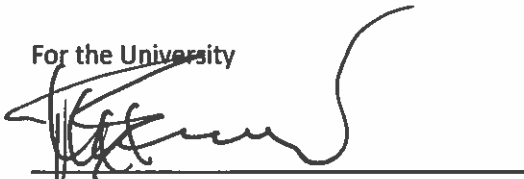
includes all Members of the Bargaining Unit in the academic sub-unit as voting members; Contract Academic Staff in accordance with Article 11.2.2(e) of the Part-time Collective Agreement, September 1, 2013 – August 31, 2016 with the elected representatives serving as voting members. The minimum number of voting members shall be five (5). If there are not sufficient Members and Contract Academic staff to properly constitute a department-in-council, the members of the Department shall select additional Members from cognate disciplines in the academic unit. If sufficient additional Members from cognate disciplines in the academic unit are not available, Member(s) from the discipline or a cognate discipline from another academic unit or sub-unit shall be appointed. The Department members shall recommend these additional Members to the Dean; this recommendation shall be subject to the approval of the Dean, and such approval shall be in writing and sent to the Chair of the Department.; ~~and~~ The department-in-council may include other representatives as designated by department and Faculty policies.

**sub-unit-in-council:**

consists of the department-in-council for departments or the Program Coordinating Committee for programs. The sub-unit-in-council includes all members of the Bargaining Unit in the department or program as voting members; Contract Academic Staff in accordance with Article 11.2.2 of the Part-time Collective Agreement 2013-2016, with the elected representatives serving as voting members. The minimum number of voting members shall be five (5). If there are not sufficient Members and Contract Academic staff to properly constitute a sub-unit-in-council, the members of the sub-unit shall select additional Members from cognate disciplines in the academic unit. If sufficient additional Members from cognate disciplines in the academic unit are not available, Member(s) from the discipline or a cognate discipline from another academic unit or sub-unit shall be appointed. The sub-unit members shall

recommend these additional Members to the Dean; this recommendation shall be subject to the approval of the Dean, and such approval shall be in writing and sent to the Chair of the Department or Program Coordinator, as appropriate; ~~and~~ The sub-unit-in-council may include other representatives as designated by sub-unit and Faculty policies.

For the University



Max Blouw, President, WLU

MAY 16 2016

Date

For WLUFA



Michele Kramer, President, WLUFA

May 16, 2016

Date