

moved to Articles 13, 15, 19

APPENDIX A

THE CLASSIFICATION, PROMOTION REQUIREMENTS AND
SALARY SCALES OF LIBRARIANS

1. The rank classification for librarians has four (4) levels:
— Librarian I, II, III and IV.
2. While Librarians at the beginning of their professional careers will normally be appointed at the floor of Librarian I, a higher initial rank/ classification may be assigned with due regard to both professional and non-professional prior experience. Other factors influencing initial rank/classification assignment may include market factors and equity among hirings over the immediately preceding three-year period. The Library Personnel Committee shall be consulted in relation to all initial rank/classification assignments for new Librarian appointments.

3. Each rank has a number of salary levels or steps above the rank floor, as follows:

_____ Librarian I _____	4 steps
_____ Librarian II _____	8 steps
_____ Librarian III _____	12 steps
_____ Librarian IV _____	17 steps

— In addition, there are two (2) additional steps at the top of each rank above Librarian I, which may be achieved in each rank only by way of a merit award (see III.9.2.2).

4. Normal progression within each rank is based on successful performance of duties and continuing development as a librarian, archivist, or other specialist.
5. Criteria for promotion to the next rank are as follows:
 - (i) I to II _____ Competence in the performance of duties in the library.
 - (ii) II to III _____ (a) Competence in the performance of duties in the library; interest in general library policy.
_____ (b) Interest and activity in at least one of the following:
 - (i) making contribution to the profession at large;
 - (ii) scholarship, research, and university teaching;

~~(iii) university service or professionally related community service.~~

~~(iii) III to IV (a) Thoroughly satisfactory in the performance of duties in the library, and an effective contributor to the shaping of library or archives policy.~~

~~(b) Significant contributions to the profession at large and/or in scholarship, research and university teaching.~~

~~(c) Active participation in university service or professionally related community service.~~

~~6. The holding of any given rank is not tied to the holding of any given administrative position.~~

~~7. Salary adjustments for librarians are included in the general salary negotiations conducted between the Trent University Faculty Association and the University.~~

~~8. In addition to the steps and other possible salary adjustments, librarians are also eligible for merit awards. Normally, a merit award is recommended only for a librarian who, in the judgment of the Personnel Committee, has made an exceptional contribution since the time of their last merit award. Merit awards are not to be used for the correction of anomalies unconnected with merit.~~

~~9. Of the merit awards that are available in each academic year (see paragraph III.9.2.1), it is understood that one and one half (1 1/2) per year, on average, shall be available for librarian members. In this regard, it is agreed that "on average" and "shall be available" are to be applied as follows:~~

~~(a) merit awards shall normally be available on an alternating system of (i) one (1) in one year, and (ii) two (2) the following year;~~

~~(b) at no time will the librarian members be awarded more than two (2) in one year;~~

~~(c) the University Librarian shall advise the Dean of Arts and Science, by no later than November 1 of any academic year, of the number of merit awards (either 1 or 2, as above) which will be required in that academic year.~~