

III.9.2 Merit

III.9.2.1 Thirty-five (35) merit awards shall be ~~available~~ **awarded** in each academic year.

These shall be allocated annually among tenured/permanent bargaining unit members on the basis of the provisions of this section. Probationary members will also be eligible commencing in the second year of their appointment. The procedure for determining who is to be awarded merit in any academic year (i.e., July 1 to June 30) shall be undertaken in the same academic year. For those selected, the payment will be made retroactive to the beginning of the academic year concerned. In those years when the Collective Agreement is being negotiated, COAP will proceed on the assumption that the number of merit awards will not be reduced. In any year in which the number of merit awards awarded is less than the number available, remaining funds shall be allocated to the Dean's contingency fund.

III.9.2.2 All merit awards shall be single career development increments. Members will be permitted to exceed a stated salary ceiling, at any rank and by way of merit only, to a maximum indicated by the bracketed salary steps indicated in Schedule A.

III.9.2.3 Merit awards shall be allocated as follows:

- In the case of faculty members, exceptional performance in at least one of teaching, research, or university service, and satisfactory performance in the other specified areas.
- In the case of librarians, exceptional performance of library duties. In this case, one of the following is required in addition: contribution to the profession at large, scholarship, university teaching, university service, or professionally related community service.

(Note: the number of merit awards allocated annually for librarians - see Appendix A.)

III.9.2.4 The duty and responsibility of COAP with regard to the process for allocating merit awards shall be to assist the Dean in ranking the recommendations for merit awards.

III.9.2.5(a) ~~III.9.2.4(a)~~ In the case of members other than departmental/program Chairs, recommendations concerning such merit awards shall be made to the

Chair by the Departmental/Program Personnel Committee acting on its own initiative or on the suggestion of the Chair. Such recommendations shall be transmitted together with the Chair's own recommendation in each case to the Dean who, after consultation with COAP, shall make a recommendation to the President. The President, in turn, shall make a recommendation to the Board.

- III.9.2.5(b)** ~~III.9.2.4(b)~~ In the case of librarians, such merit awards shall be recommended by the Library Personnel Committee and forwarded to the University Librarian, who, after consultation with COAP, shall make a recommendation to the President, who in turn shall make a recommendation to the Board.
- III.9.2.5(c) In the case of consideration of merit awards for departmental/program Chairs, the Departmental/Program Personnel Committee shall designate a Deputy Chair who shall fulfill the role of departmental/program Chair for the purposes of III.9.2.4(a).
- III.9.2.6 In the case of members serving in more than one (1) department/program, the Dean shall solicit the recommendation of the Chair, other than the Chair of the department/program initiating the recommendation, prior to submitting a recommendation to the President.
- III.9.2.7(a) Except as indicated in the special provisions for Chairs in III.9.2.5, no merit award shall be awarded unless there is a favourable recommendation from at least the Chair of a department/program in which a member teaches, or the Departmental/Program Personnel Committee of such a department/program.
- III.9.2.7(b) No merit award shall be awarded to a librarian without a favourable recommendation from the Library Personnel Committee, unless the University Librarian informs the Library Personnel Committee of the reasons for such a recommendation.