

## MEMORANDUM OF AGREEMENT

- Between -

### TRENT UNIVERSITY

(hereinafter referred to as "the University")

- And -

### THE TRENT UNIVERSITY FACULTY ASSOCIATION

(hereinafter referred to as "the Association")

#### **Head of Durham Roles and Responsibilities - Durham-based programs**

Whereas most collegial decisions and process described in the TUFA collective agreement are predicated on the assumption that each member is housed in one or more departments which are, in turn, housed within one or more decanal divisions; and,

Whereas some members appointed to the Durham campus (hereafter, "Durham-only members") may be appointed wholly or in significant part to a Senate-approved program based in Durham reporting to the Head of Durham, and not, therefore, appointed to a single department, reporting to an area Dean; and,

Whereas the roles and responsibilities of the Head of Durham with respect to members attached to recognized academic departments or decanal division are described in a separate Memorandum of Agreement specific to "Durham-based members".

Therefore, the parties agree to the following variances to the collective agreement, effective from the signing of this agreement through June 30th, 2019.

1. Where the collective agreement or policy of the university requires that a particular process involve a member's Dean, the reference will be understood to mean the Head of Durham.
2. The personnel files of Durham-only members shall be kept in the Office of the Head of Durham in a manner otherwise consistent with IV.17.
3. The student course evaluations for Durham-only members shall be kept in the Office of the Head of Durham in a manner otherwise consistent with VII.13.

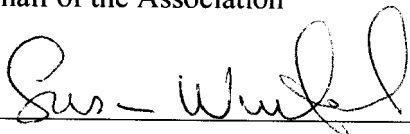
Consistent with the spirit of Article III.9.2 of the collective agreement, requests under Article III.9 "Voluntary Transfers and Cross-Appointments" involving a Durham-only member, or a member requesting to become a Durham-only member by virtue of using this article to change department affiliations, shall require the approval of the receiving unit (if a Department or School), and the appropriate representative of the receiving campus, either the applicable Dean (or Provost) or the Head of Durham. Requests involving the Head of Durham require the agreement of the Head of Durham (or where applicable the Provost), the home unit (approved by the Department Committee) and the receiving unit (approved by the Department Committee) for an individual to transfer. A member shall be able to grieve if either the Head of Durham (or where

applicable the Provost) or the home unit objects to the transfer. An objection to a transfer by the receiving unit shall not be the subject of a grievance.

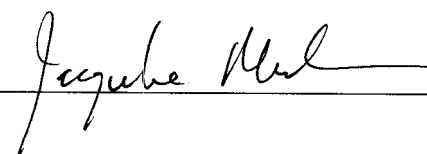
4. Personnel Committees for Durham-only programs shall recommend CUPE appointments for Durham to the Head of Durham.
5. In the case of workload determinations under Article VIII.3, "Allocation of Teaching and Department Duties," Durham-only member shall consult with the Head of Durham who will determine their final allocation of teaching and other program duties.
6. In the case of workload appeals under VIII.4, the allocation made by the Head of Durham shall be referred by the Provost to an area Dean with knowledge of faculty workload in cognate disciplines to determine if the proposed allocation of duties is fair, equitable, reasonable, and otherwise consistent with VIII.3.
7. For purposes of collegial governance and peer-review for Durham-only programs, the members of each such program shall elect a Collegial Chair from among all tenured or permanent members appointed to the Durham campus, and that Collegial Chair shall chair a Personnel Committee and Tenure or Permanency Committees as required. The Personnel Committee shall serve as the Department Committee when written standards for tenure, permanency, or promotion are being developed or revised. A program's Personnel Committee shall be struck in accordance with VI.2, excepting that the Head of Durham shall replace the Dean.
8. For purposes of annual performance review, Durham-only members will submit their annual report to the Head of Durham who will forward it to the most appropriate (in terms of cognate discipline) area Dean to review in a manner otherwise consistent with VIII.8.
9. Durham-only members in probationary positions shall meet annually with the Head of Durham in a manner otherwise consistent with IV.5.1 Such members may also request an additional meeting with an appropriate (in terms of cognate discipline) area Dean to discuss their progress towards tenure/permanency.
10. This MoA is subordinate to any agreements duly executed by the parties in relation to the terms and conditions of employment for any individual Durham-only member.
11. Durham-only members shall submit teaching support fund allocation requests (Article IV.8) to the Head of Durham rather than a departmental Chair and the Head of Durham will submit a consolidated request to the Office of the Dean of Arts and Science on behalf of members without departmental affiliation in Durham.

Dated at the City of Peterborough this 21<sup>st</sup> day of June, 2018.

On behalf of the Association

  
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On behalf of the University

  
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