

Without Prejudice
MEMORANDUM OF AGREEMENT (MOA)

BETWEEN

QUEEN'S UNIVERSITY ("QUEEN'S")

AND

THE QUEEN'S UNIVERSITY FACULTY ASSOCIATION ("QUFA")

RE: Memorandum of Agreement with respect to Assessment of Teaching ("Appendix E"), and with respect to correcting a typographical error at Article 7.1.1


Whereas the Parties have agreed to amend Appendix E to the Queen's/QUFA Collective Agreement, 2015-2019 ("Collective Agreement"), specifically, to change the manner in which the two (2) student members are appointed to the Committee;

And Whereas the Parties have noted a typographical error in Article 7.1.1 that needs to be corrected;

Now, therefore, the Parties agree that:


1. The third bullet in paragraph 3 of Appendix E is hereby amended to read as follows:
 - Two (2) students, one nominated by the AMS, the other nominated by the SGPS;
2. The following words that appear in Article 7.1.1 of the Collective Agreement, "one hundred and three thousand and fifty dollars", are hereby amended to read, "one hundred and three thousand, five hundred and eight dollars";
3. Attached to and forming a part of this MOA is a copy of the amended Appendix E, and a copy of the amended Article 7.1.1. As per Article 4.3 of the Collective Agreement, a link to this MOA will appear on the Faculty Relations webpage and, as per the Parties' practice, the official copy of the Collective Agreement that is posted on the Faculty Relations' webpage will be amended to reflect the changes resulting from this MOA;
4. This MOA is without prejudice and without precedent to any and all future matters between the Parties except as expressly set out in this MOA.

Signed on behalf of Queen's University this 25 day of January, 2016.



Dan McKeown

Signed on behalf of QUFA on this 25th day of January, 2016.



Elizabeth Hanson

**MEMORANDUM OF AGREEMENT
BETWEEN
QUEEN'S UNIVERSITY
AND
QUEEN'S UNIVERSITY FACULTY ASSOCIATION**

Re: Assessment of Teaching

1. THE PARTIES AGREE to appoint a joint Committee to:
 - (a) review systems for student evaluation of teaching:
 - (i) review the design of the University Survey of Student Assessment of Teaching (USAT), and recommend to the JCAA what, if any, revisions should be made to USAT, and the type(s) of courses appropriate for assessment by USAT.
 - (ii) recommend to the JCAA possible alternative system(s) for student evaluation of teaching for other types of courses for which the USAT is not viewed as an appropriate assessment tool, e.g.:
 - clinical courses
 - project-based courses
 - online courses
 - practicum courses
 - graduate courses
 - senior research courses or seminars
 - (b) recommend other measures appropriate for the evaluation of teaching effectiveness;
 - (c) develop instructions for the appropriate use and interpretation of student evaluations of teaching; and
 - (d) conduct pilot studies of alternative instruments for student evaluations of teaching as deemed appropriate and approved in advance by the JCAA.
2. In conducting its work, the Committee should consider any possible system(s) for student evaluation of teaching as having two purposes:

APPENDIX E
MEMORANDUM OF AGREEMENT RE: ASSESSMENT OF TEACHING

- (a) the formative purpose of providing constructive feedback to the course instructor(s) on the students' experience of learning in the course; and
- (b) the summative purpose of providing part of the information to assess the instructor's teaching in annual performance reviews and in the renewal/tenure/promotion process.

3. The Committee shall comprise:

- three (3) faculty Members appointed by the Association, one of whom shall act as a Co-Chair
- three (3) members appointed by the University, one of whom shall act as a Co-Chair
- ~~two (2) students appointed by Senate, one nominated by the AMS, the other nominated by the SGPS (one undergraduate student and one graduate student)~~

4. The Committee may call upon other resources within the University to assist them in their work, including representation from the Office of the University Registrar and the Centre for Teaching and Learning.

5. The Committee shall provide its report and recommendations to the JCAA by June 30, 2016.

**ARTICLE 7
ASSOCIATION RIGHTS**

7.1 Units of Release Time

7.1.1 On May 1 of each year, the University shall accord to the Association at no cost twelve (12) units of support for the Association President and other officers designated by the Association, the value of which shall be calculated according to Article 7.2 and subject to a maximum for all twelve (12) units of one hundred and three thousand, five hundred and fiftyeight dollars (\$103,508.00) for the year 2015-2016 and increased by the across-the-board scale increase in subsequent years.

7.1.2 At the request of the Association, the twelve (12) units of support shall be provided as either

(a) release time;

(b) payments in lieu of release time which can be in the form of stipends or overload payments made directly to the individual as taxable income; or

(c) research grants.

7.1.3 Each half-course (0.5 credit or equivalent) course release, or ten (10) hours per week per Academic Term for librarians and archivists, shall be considered one (1) unit of release time.

7.1.4 The Association shall pay the difference between the total cost calculated pursuant to Article 7.2 and the maximum prescribed in Article 7.1.1, if any. In any year, the Association may also purchase additional release time from the University for the Association President and other officers designated by the Association at the rates set out in Article 7.2.

7.1.5 The University and the Association shall reimburse the affected Units directly for payments made under Article 7.1.1 and Article 7.1.2.

7.2 Cost of Release Time

7.2.1 The cost of course release time for Members who are faculty shall be the cost of replacement teaching.

7.2.2 The cost of release time for Members who are librarians or archivists shall be nine and one-half (9.5) percent of the Member's nominal salary for ten (10) hours of release time per week for one Academic Term.