

Guidelines for Considering Possible Accommodation

The duty to accommodate is an obligation for employers to adjust rules, policies or practices to enable you to continue to fully perform the duties associated with your position and to ensure that you have an opportunity to contribute meaningfully.

There is a reasonable limit to how far an employer must go to accommodate your needs. While the threshold is high, an employer is not expected to experience undue hardship in order to accommodate your needs.

The following are some possible accommodations solutions for discussion. This list is not exhaustive and the options presented are not mutually exclusive.

- Explore using the COVID-19 related option to delay sabbaticals or professional leaves for those scheduled to begin July 1, 2020;
- Explore using the COVID-19 related option of a one-year extension of the probationary period;
- Explore a flexible schedule of Teaching or Professional Practice obligations to better suit the faculty member, librarian or archivist's caregiving demands, including time of day, day of the week and academic term;
- Explore ways in which to engage in asynchronous Teaching methods instead of synchronous methods and/or to engage with Professional Practice and Service obligations asynchronously;
- A Part-Time Member may, in order to accommodate their needs, decline to teach a course as assigned in the Summer or Fall term without loss of a Standing Appointment or Membership (waiver of terms in Clause 14.1.1 of the Article Appointments); from the standpoint of accrual and maintenance of Standing Appointment eligibility, the course will be deemed to have been taught by the Member;
- Redistribution of a Full-time Member's workload in the 2020-21 or subsequent academic terms under processes set out in the Article Alternative Workload. Timelines in Clause 3.1 shall be waived;
- Explore taking Compassionate Leave under Clause 3 of the Article Income Security;
- Arrange for a reduced workload with a reduced salary prorated to reflect the portion of Reduced Workload to Full-Time Workload under Clause 8 of the Article Reduced Workload. Timelines in Clause 3.1 shall be waived.