

## LETTER OF UNDERSTANDING

### ADMINISTRATION AND USE OF STUDENT QUESTIONNAIRES ON COURSES AND TEACHING FOR COURSES TAUGHT IN THE 2020-21 ACADEMIC YEAR

The Parties agree that this Letter of Understanding forms part of the 2018-2022 Faculty Collective Agreement and remains in effect for the life of this Collective Agreement.

**WHEREAS** the COVID-19 pandemic and the March 17, 2020 Declaration of Emergency under the *Emergency Management and Civil Protection Act*, as extended, may have caused disruptions to Members' working conditions in the final months of the 2019-20 academic year and into the 2020-21 academic year;

**WHEREAS** the Parties agreed in the *Letter of Understanding Evaluation of Courses and Teaching* that Student Questionnaires on Courses and Teaching provide information about student experience in the classroom, but have limitations as an indicator of performance in teaching;

The Parties agree to the following provisions:

1. Student Questionnaires on Courses and Teaching (SQCTs) were not administered according to usual practices for courses taught in the Winter Term of 2019-2020;
2. Student Questionnaires on Courses and Teaching (SQCTs) will be administered according to usual practices for courses taught in 2020-21;
3. Inclusion of results of SQCTs for courses taught in the 2020-21 year in submissions for evaluation processes mandated in the Collective Agreement will be optional, at the Member's discretion;
4. Specifically, for courses taught in the Winter Term of 2019-20 and/or the 2020-21 academic year during the period of the COVID-19 pandemic and the March 17, 2020 Declaration of Emergency under the *Emergency Management and Civil Protection Act*, as extended, Members will not be required to include results of SQCTs in their submissions for processes mandated in the following clauses:
  - a. Applications for Limited Duties Appointments (Appointments 12 a)
  - b. Teaching Dossiers for Standing Appointment consideration (Appointments 18.2.1 j), k), 18.2.3)
  - c. Annual Reports for Annual Performance Evaluation (Annual Performance Evaluation 9.3 d) (ii), 11.1)

- d. Promotion, Tenure and Continuing Status files (Promotion, Tenure and Continuing Status 3.2.1)
5. If a Member elects not to include SQCT results for a course or courses taught in the Winter Term of 2019-20 and/or the 2020-21 academic year during the period of the COVID-19 pandemic and the March 17, 2020 Declaration of Emergency under the *Emergency Management and Civil Protection Act*, as extended, in a submission for a process mandated in the Collective Agreement, those SQCTs may not be added to the submission by the Unit.