Severance

under part

time policy

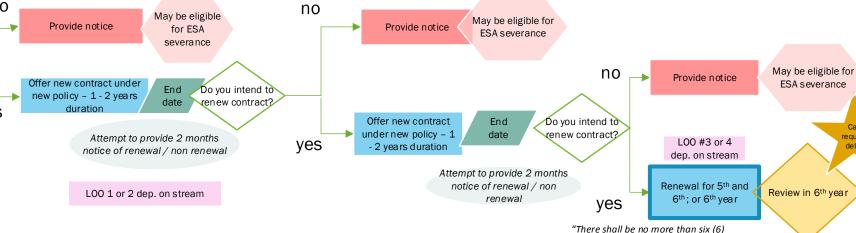
Definition: "A part-time appointment is one that does not exceed 75 per cent of full-time employment and is not less than 20 per cent of full-time employment"

Part-time Faculty – Progression Under *Policy and* Procedures on Employment Conditions of Part-time Faculty, 2021

"An appointment may be renewed for one or two years at the option of the department and the part-time faculty member should not expect continuation of the appointment" (PtP. 4) LOO 1 or 2 dep. on stream you intend Offer contract under new policy - 3 End to renew - 2 years duration date contract?/ Attempt to provide 2 "Appointments at all part-time ranks months notice of shall normally be one year's length in renewal / non renewal duration but may also be up to two (PtP, 4) year's length in duration." (PtP, 1) "In the event an appointment is

to be renewed, the department will endeavor to provide written notice of the renewal at least two (2) months in advance of the end date of the appointment, failing which the appointment will end in accordance with its terms." (PtP.

"Term limited appointments will terminate automatically in accordance with their terms unless previously renewed in writing. Acceptance of a term limited appointment constitutes written receipt of notice that the employment will terminate on the end date as set out in the appointment, except as otherwise provided above." (PtP, 13,1,a)



successive annual appointments or successive appointments totaling six years before the part-time faculty member will be considered for continuing appointment in accordance with 7(a) below" (PtP, 4).

Process and Criteria:

ESA severance

"The review shall be the same as that of interim review for Assistant Professor and probationary review for Assistant Professor, Teaching Stream, pursuant to the relevant provisions of the PPAA, it being understood that the part-time faculty member is expected to have made achievements in teaching and research/scholarship during the course of their employment. Significant service contributions may also be considered.. The review committee should consider two questions:

- (i) Has the part-time faculty member's performance been sufficiently satisfactory for a continuing appointment to be recommended?
- (ii) If a continuing appointment is recommended, what counselling should be given to the part-time faculty member to assist them to improve areas of weakness and maintain areas of strength" (PtP, 7b)

Delay "Part-time faculty members who are scheduled to be considered for continuing appointments pursuant to 7(a) above may make a written request for delay in their review for continuing appointment due to pregnancy and/or parental or adoption leave or serious circumstances beyond their control such as illness or injury. The leave or serious circumstances must have occurred during their appointment as a part-time faculty member.

Delays may be granted for one year, but not more than two years, with the written approval of the Vice-President & Provost. Written requests by a part-time faculty member for further delays based on the provisions of the Ontario Human Rights Code as amended from time to time will be considered by the Vice-President & Provost on a case-by-case basis, it being understood and agreed that such requests must be made by the member in writing at the earliest opportunity (i.e. as soon as a part-time member knows or reasonably ought to know that their review for continuing appointment may warrant a delay based on the provisions of the Code.)" (Ptp, 12)

Eligible for ESA

Unsuccessful

accordance with its terms and this Policy severance and will not be renewed." (PtP, 7b)

Outcome of review

Continuing Successful

"Where a part-time faculty member is being considered for "If the review is successful continuing appointment pursuant to (a) above, the parttime faculty member must be reviewed during the sixth (6th) year of a period of successive one-year and/or two-year appointments, with the review to be conducted before December 31." (PtP, 7b)

Appointment Effective July 1,

L00 5 or 6 dep.

on stream

the part-time faculty member will be provided continuing appointment as a part-time faculty member at the same percentage appointment as the parttime member's contract at the time the review was conducted unless the parttime faculty member and the unit head (with the approval of the division head and the Vice-President & Provost) agree to a different percentage." (PtP,

Continuing Appointment is

Option remains

"If the review is not successful, the part-

time faculty member's contract will end in

terminated Must provide 2 months

notice of termination

"When the University decides to terminate a continuing appointment without cause, the part-time faculty member will be provided with two (2) months' working notice of termination plus, at the end of the period of working notice, severance pay on the basis of one (1) month's pay per completed year of continuous service* with the University, to a maximum of twenty-two (22) months** (i.e. a combined maximum of working notice and severance pay of twenty-four (24) months). In no case will an employee receive less working notice or compensation in lieu thereof than the minimum working notice required under the Employment Standards Act, 2000 as amended from time to time (the "ESA") or less severance pay than the severance pay, if any, required under the ESA. Notice of termination shall be in writing. Severance pay will be based on the faculty member's salary at the time the two (2) months' working notice is provided or the average of the faculty member's salary over the preceding thirty-six (36) months, whichever is greater.

*Continuous service is defined as years of service that are counted under this Policy for which the faculty member has not previously received any severance pay under this Policy; or, solely for the purposes of calculating severance pay under the Employment Standards Act, as defined by the Employment Standards Act.

** If two (2) months' working notice of termination is not provided, then severance pay would be up to a maximum of twenty-four (24) months." (PtP, 13, 1 b)

The number of contracts entered into before reaching the review point will vary depending on the length of each contract

Could be as many as 6 x 1 year contracts or 3 x 2 year contracts