

ADDENDUM TO THE 1983-85

COLLECTIVE AGREEMENT

between

THE UNIVERSITY OF NEW BRUNSWICK

and

THE ASSOCIATION OF UNIVERSITY OF NEW BRUNSWICK TEACHERS

MEMORANDUM OF AGREEMENT

BETWEEN

THE UNIVERSITY OF NEW BRUNSWICK (UNB)

AND

THE ASSOCIATION OF UNIVERSITY OF NEW BRUNSWICK TEACHERS (AUNBT)

SUBJECT: SENIOR INSTRUCTORS

The two aforementioned Parties, in accordance with Article 47.05 of the 1983-85 Collective Agreement, have agreed to reopen:

Article 22B Appointments of Instructors and Senior Instructors  
Article 24C Promotion of Instructors  
Article 25F Assessment Criteria: Senior Instructor

In so doing, the two Parties have agreed to increase the two ranks of Instructor and Senior Instructor to three ranks such that the Instructor rank remains the same, the Senior Instructor rank becomes Senior Instructor 1, and Senior Instructor 2 becomes a new rank. Therefore, any Employee holding the rank of a Senior Instructor shall now be a Senior Instructor 1.

The two Parties also agree that the term "Senior Instructors" referred to in the 1983-85 Collective Agreement shall mean Senior Instructors 1 and Senior Instructors 2.

An existing Senior Instructor, who is now classified as a Senior Instructor 1, may apply for promotion under Article 24C.04 to the rank of Senior Instructor 2 if he or she has three (3) years or more in the rank of Senior Instructor as of June 30, 1984. If the Senior Instructor has five (5) or more years in rank as of June 30, 1984, he or she shall be automatically reviewed for promotion effective July 1, 1985 in accordance with Article 24C.06 with the exception, for this year only, that the Dean shall notify the Senior Instructor 1 no later than August 1, 1984.

Dated this 5th day of June, 1984.

For the Association:

For the University:

(Sgd.) R. McGaw

(Sgd.) J. D. Horn

This addendum to the 1983-85 Collective Agreement between UNB and AUNBT represents the changes made to the 1983-85 Collective Agreement. The changes were as follows:

Article 22B - Appointments of Instructor and Senior Instructor 1  
Article 24C - Promotion of Instructors and Senior Instructors 1  
Article 25F - Assessment Criteria: Senior Instructor 1 and 2  
Article 36B - Salaries for Employees Other Than Second Language Teachers  
Article 36C - Salaries for Second Language Teachers  
Memorandum of Agreement - RE: Senior Instructors

It should be noted that the 1983-85 Collective Agreement under Article 47.05 provided an opportunity for either party to negotiate:

Article 7	Article 30	Article 36A
Article 28	Article 34	Article 36B
Article 29	Article 35	Article 36C

However, Articles 7, 28, 29, 30, 34, 35 and 36A were not changed; therefore, they will remain the same as those contained in the 1983-85 Collective Agreement.

Article 22B - APPOINTMENTS OF INSTRUCTOR AND SENIOR INSTRUCTOR 1

- 22B.01 All appointments shall be to one of the following ranks:  
Instructor or **Senior Instructor 1**.
- 22B.02 Appointments of Instructors and **Senior Instructors 1** shall be made only after the positions have been advertised by the University of New Brunswick on both campuses and in appropriate publications which shall include at least University Affairs, the CAUT Bulletin and one Canadian professional publication, if such exists, suggested by the Academic Department. The University of New Brunswick may also advertise in other professional publications when so recommended by the Academic Department concerned. Where appointments must be made urgently for sound academic reasons, exceptions to this practice may be authorized by the President of the University, who shall inform the Association immediately giving these reasons. In the case of re-appointment of an Instructor, or appointment of an Instructor to **Senior Instructor 1** rank, advertising of the position shall not be required.
- 22B.03 For all appointments to the rank of Instructor or **Senior Instructor 1** the salary, the rank, any credit for previous experience, the duration of the term in the case of Instructors on term appointments and any special applicable conditions and responsibilities shall be determined by the University of New Brunswick in accordance with this Collective Agreement. For appointments to positions in the bargaining unit, the University of New Brunswick shall take into account any recommendations of the appropriate Assessment Committees concerning these matters for any proposed appointees.

22B.04 Instructors may be appointed for terms of less than one academic year but not less than one academic term to meet specific teaching, laboratory or clinical needs of limited duration or for other sound academic and/or budgetary reasons. The total duration of such appointments shall not exceed the greater of the equivalent of four consecutive regular academic years or four academic years (the equivalent of four regular academic years may be spread over eight years at the rate of one term per regular academic year). With the written agreement of both Parties, such appointments may exceed four regular academic years or four academic years (or the equivalent as specified above).

22B.05 Except when the provisions of Article 22B.04 apply, a first appointment to the rank of Instructor shall be a one-year term appointment. Such appointments are renewable for one or two further two-year terms subject to satisfactory performance and the needs of the Academic Department or Faculty concerned. Alternatively, the University may offer the Instructor a **a two-year** probationary appointment at the conclusion of the first one-year term appointment or at the end of the first two-year term appointment.

Probationary Appointments:

22B.06 The performance of Instructors holding probationary appointments shall be assessed during the second year of the probationary appointment. Assessment after a shorter period shall take place only if specified in the Instructor's letter of appointment.

22B.07 Leave without pay shall not normally be counted as service towards eligibility for a continuing appointment.

22B.08 The Dean shall notify the Instructor in writing of an impending automatic review not later than June 1. The Instructor concerned shall, upon request by the Dean, provide additional appropriate documentation not contained in the Official File, not later than August 1 of the assessment year.

22B.09 In accordance with the decision of the Vice-President (Academic) under Article 25B.01, concerning assessment of the Instructor under Article 22B.06, using the criteria of Article 25F and the procedures of Article 25B, the President shall recommend and the Board of Governors shall:

- a) terminate the probationary appointment in those cases where the performance of the Instructor is clearly unsatisfactory and a further attempt by the Instructor to improve his/her performance towards a level consistent with a continuing appointment is deemed unlikely to be successful, or
- b) continue the probationary appointment for an additional two years, or
- c) grant a continuing appointment in those cases where the performance of the Instructor meets the criteria for a continuing appointment set out in Article 25F.

22B.10 An Instructor may apply for continuing appointment assessment during the first year of the continued probationary appointment and shall be assessed for satisfactory performance with respect to meeting the criteria for a continuing appointment set out in Article 25F using the procedures set out in Article 25B.

In accordance with the decision of the Vice-President (Academic) under Article 25B.01 concerning continuing appointment assessment of the Instructor, the President shall recommend and the Board of Governors shall:

- a) grant a continuing appointment in those cases where the performance of the Instructor meets the criteria for a continuing appointment set out in Article 25F, or
- b) continue the probationary appointment for one further year.

22B.11 The performance of Instructors whose probationary appointments were continued for two years, according to the provisions of Article 22B.09 (b), shall be assessed for a continuing appointment during the second year of the continued appointment for satisfactory performance with respect to meeting the criteria for a continuing appointment set out in Article 25F using the procedures set out in Article 25B.

In accordance with the decision of the Vice-President (Academic) under Article 25B.01, concerning the continuing appointment assessment of the Instructor, the President shall recommend and the Board of Governors shall:

- a) grant a continuing appointment in those cases where the performance of the Instructor meets the criteria for a continuing appointment set out in Article 25F; or
- b) deny a continuing appointment. The candidate shall normally be offered appointment for one further year.

22B.12 A grant of a continuing appointment shall result in a simultaneous promotion to the rank of **Senior Instructor 1** in accordance with Article 24C.

#### Joint Appointments

22B.13 When sound academic reasons exist for doing so, an Instructor or **Senior Instructor 1** may be appointed to two or more Academic Departments and/or Faculties. Such appointments shall be at the same rank, and with the same salary rate in the units

concerned. When sound academic reasons exist for doing so, an Instructor or **Senior Instructor 1** may be appointed jointly to an Academic Department and to a non-academic unit within the University. The Instructor or **Senior Instructor 1** shall have his/her rank, academic component of salary, credit for previous experience, and other academic conditions determined on the same basis as other Instructors or **Senior Instructors 1**. If such Instructors or **Senior Instructors 1** commence working entirely in one Academic Department, their salary shall be in accordance with this Collective Agreement.

Appointment Procedures for Positions Within the Bargaining Unit

- 22B.14 The Dean shall initiate the recruitment process by authorizing the Chairperson to seek candidates for approved positions or for positions which are expected to become vacant. The Dean shall inform the Chairperson of the minimum academic qualifications and experience required for the rank and type of appointment which may be recommended and of the period of validity for approved vacancies.
- 22B.15 Candidates for appointment shall be evaluated by the Assessment Committees as set out in Article 25.
- 22B.16 The letter of offer of an Instructor or **Senior Instructor 1** appointment from the President of the University to a prospective appointee shall specify the campus, academic unit, rank, term of appointment (if appropriate), whether the appointment is renewable or not, salary, credit for previous experience, moving allowance, and any special applicable conditions and responsibilities which are not in conflict with this Collective Agreement. The letter shall note that the appointment is subject to approval by the Board of Governors and that the appointment will be recommended to the Board of Governors at its next meeting. The letter of offer of appointment shall enclose a copy of this Collective Agreement



and shall state that the terms of employment are subject to this and any subsequent Collective Agreement between the University of New Brunswick and the Association. Information describing the applicable benefit plans shall also be enclosed.

22B.17 The best qualified Canadian who meets the advertised requirements shall be appointed unless the appointment of a non-Canadian is justified on the basis of superior academic or professional qualifications, or expertise. The requirements shall not deliberately place Canadian applicants at a disadvantage. For the purpose of this Article, Canadian shall mean any person who is a Canadian citizen, a landed immigrant or a resident holding a ministerial permit.

22B.18 In evaluating the fitness of a candidate for a proposed Instructor or **Senior Instructor 1** appointment, consideration shall be given to the nature of the academic duties to be performed, to the quality and character of the degrees held and to the record of performance of the candidate in teaching. When appropriate, the record of performance of the candidate in research, scholarly or creative work, in professional activity and in university or public service, may also be considered. The evaluations shall be objectively made on sound academic grounds in relation to the appropriate standard of the University for the Instructor and **Senior Instructor 1** ranks.

22B.19 Taking into account the recommendations under Article 25B.01, the President may recommend to the Board of Governors that an initial appointment be made at **Senior Instructor 1** rank when the proposed appointee:

- a) holds that rank or its equivalent at another recognized university, or

- b) has a record of teaching performance consistent with the criteria for appointment to the rank of **Senior Instructor 1** at this University as set out in Article 25F.

**An initial appointment at the rank of Senior Instructor 1 shall be a continuing appointment.**

- 22B.20 Taking into account the recommendations under Article 25B.01, credit for previous experience may be granted on initial appointment when the proposed appointee has shown evidence of performance which meets the criteria for that rank at this University.
- 22B.21 In some cases, the provisions of Article 14.02 shall be subject to the requirements of certain externally-funded research or teaching projects. Such requirements shall be set out in writing to the Employees concerned, with a copy to the Association at the same time. Employees wishing to be employed in connection with such projects shall accept these requirements as conditions of employment. All faculty members and Librarians shall be entitled to contractually agree to participate in such projects.

Article 24C - PROMOTION OF INSTRUCTORS AND SENIOR INSTRUCTORS 1

- 24C.01 The term promotion designates the transition from Instructor to **Senior Instructor 1** or from **Senior Instructor 1** to **Senior Instructor 2**.
- 24C.02 Leave without pay shall not normally count as service towards eligibility for promotion.
- 24C.03 A grant of a continuing appointment shall result in a simultaneous promotion to the rank of **Senior Instructor 1**.
- 24C.04 **Senior Instructors 1** may apply for promotion in any year after spending three years in their present rank by forwarding a request to the Dean, together with any additional appropriate documentation not already contained in the Official File. Such requests must be received by the Dean not later than August 1 for consideration for promotion with effect from the beginning of the next academic year.
- 24C.05 A **Senior Instructor 1** shall be assessed for promotion with respect to the promotion criteria of Article 25F.02 using the procedures set out in Article 25B.
- 24C.06 **Senior Instructors 1** will be reviewed automatically for promotion after five years' service in academic rank (i.e. in the sixth year) unless a shorter period is specified in the letter of appointment. **Senior Instructors 1** shall forward to the Dean any additional documentation not already contained in the Official File not later than August 1. The Dean shall notify the **Senior Instructor 1** in writing of an impending automatic review not later than June 1.
- 24C.07 When promotion is granted, it will take effect from the beginning of the following academic year.

24C.08 In accordance with the decision of the Vice-President (Academic) under Article 25B.01, concerning the assessment of the Senior Instructor 1, the President shall recommend and the Board of Governors shall grant promotion to the rank of Senior Instructor 2 when the Senior Instructor 1 meets the criteria for promotion to that rank set out in Article 25F.02.

Article 25F - ASSESSMENT CRITERIA: SENIOR INSTRUCTOR 1 AND 2

Continuing Appointment for Senior Instructor 1

25F.01 Considering the professional responsibilities and workload of the Instructor as set out in Articles 16B and 19B, respectively, the criteria for a continuing appointment are:

- a) demonstrated competence in the performance of their professional responsibilities within their area of expertise; and
- b) where applicable, fulfillment of any contractual requirement to complete a higher degree or other academic qualification where such requirement has been included in the offer of appointment to the Instructor.

Promotion to Senior Instructor 2

25F.02 Considering the professional responsibilities and workload of the Instructor as set out in Articles 16B and 19B, respectively, the criteria for promotion to the rank of Senior Instructor 2 are:

- a) a demonstrated continuing high level of competence in the performance of their professional responsibilities within their area of expertise; and
- b) where applicable, fulfillment of any contractual requirement to complete a higher degree or other academic qualification where such requirement has been included in the offer of appointment to the Instructor.

25F.03 Competence in the performance of professional responsibilities of the Instructor or Senior Instructor 1 shall be assessed primarily on the basis of demonstrated teaching competence in his/her area of expertise, although academic service and performance in research, scholarly, or creative activity may be considered when appropriate.

25F.04 Assessment of demonstrated continuing high level of competence under Article 25F.02 shall take into account the professional responsibilities and workload of the Senior Instructor 1 as set out in Articles 16B and 19B respectively, and shall assess whether the overall performance of the Senior Instructor 1 reflects a level of competence and activity which is appropriate for promotion to Senior Instructor 2 in accordance with Articles 25A.01, 25A.02 and 25A.03. Although time in rank is not a criterion for promotion or continuing appointment, in practice, at the time of the promotion or granting of continuing appointment, the period of service in rank required to achieve the appropriate level will have typically been 6 years. The Parties anticipate that the level of competence and activity which is appropriate for promotion may gradually evolve and increase over time.

Article 36B - SALARIES FOR EMPLOYEES OTHER THAN SECOND LANGUAGE  
TEACHERS

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36B.01 The stipend for teaching by Employees in Extension, Summer Session or Intersession, where such teaching is not part of their individual teaching load in accordance with Article 19, shall be at the rate of **\$4200.00\*** for a three hour per week full year degree credit course, or its equivalent.

**\*\$4,400 May 1, 1985**

36B.02 Administrative stipends shall be paid to Chairpersons at the rate of **\$171.00/person** included within the full-time faculty member establishment (rounded upward) of the department concerned on July 1 of the academic year concerned. Such stipends shall range from a minimum stipend of **\$1026.00** to a maximum stipend of **\$3,759.00**.

Administrative Stipends shall be paid to the following library department heads at the rate of **\$1,103.00** respectively.

Head, Technical Services	Head, Engineering Library
Head, Reference Department	Head, Education Resource Centre
Head, Collections Development Department	Head, Document Department
Head, Public Services Division	Head, Law Library
Head, Cataloguing Department	Chief Librarian, Ward Chipman Library
Head, Science Library	

Of the other administrative stipends paid to Employees, stipends for the following positions are:

Director, Bio-Engineering Institute	\$ 1,654
Director, Fire Science Centre	1,654
Chairman, Student Teaching Division	2,481
Co-ordinator, Indian Student Program	8,269 *
Campus Secretary, UNBSJ	1,654
Director, Continuing Education, UNBSJ	3,308
Director, Athletics, UNBSJ	2,735
Director, Inter-Collegiate Athletics	2,205
Director, Animal Care	2,481
Chairperson, Advisory Committee of French Language Training Centre	2,095
Dean of Mens' Residences	3,308
French Language Policy Coordinator	2,625

\*This represents two stipends of equal amounts for two separate programs.

- 36B.03 In the 1984-85 academic year there shall be an amount of \$15,000.00 to be awarded as merit awards in accordance with Article 36A.05.
- 36B.04 In the 1984-85 academic year there shall be an Anomaly Fund of \$5,000.00 to be administered as Anomaly Adjustments in accordance with Article 36A.
- 36B.05 In the 1984-85 academic year there shall be a Market Differential Fund of \$25,000.00 to be administered as Market Differential Adjustments in accordance with Article 36A.
- 36B.06 In the 1984-85 academic year there shall be a President's Discretionary Fund of \$25,000.00 to be administered as President's Discretionary Adjustments in accordance with Article 36A.



36B.07 By mutual agreement of the Parties, the amounts specified in Articles 36B.04, 36B.05, and 36B.06 may be varied.

36B.08 Economic Adjustment (EA):

The following economic adjustments shall apply:

- a) on **July 1, 1984** an adjustment of **2.4%**
- b) on **January 1, 1985** an adjustment equal to 1/2 of the % change in the Statistics Canada, Consumer Price Index (CPI) for Canada (all items) for the period of **November 1983 to November 1984.**

36B.09 Progress Through the Ranks (PTR) Adjustment:

On **July 1, 1984** a PTR of **\$1,203.00**. This PTR was calculated on the basis of the formula  $\frac{C-F}{30}$  where C represents the ceiling of

30

the rank of Professor for that academic year and F represents the floor of the rank of Assistant Professor for that academic year.

36B.10 Salary Floors and Ceilings:

	<u>1 July 1984</u>
Instructor	20,824-26,985
Senior Instructor 1	24,956-38,986
Senior Instructor 2	34,656-50,541
Lecturer	24,131-31,217
Assistant Professor	27,437-38,986
Associate Professor	34,656-50,541
Professor	43,320-63,536
Librarian I	20,824-25,782
Librarian II	24,131-31,217
Librarian III	27,437-38,986
Librarian IV	34,656-50,541
Research Associate	27,437-38,986
Senior Research Associate	34,656-50,541
NSERC Research Fellow	27,437-38,986
NSERC Senior Research Fellow	34,656-50,541

Article 36C - SALARIES FOR SECOND LANGUAGE TEACHERS

36C.01 Effective July 1, 1984 the following salary scale shall be in effect for Second Language Teachers:

	FLOOR						CEILING
	LEVEL A	LEVEL B	LEVEL C	LEVEL D	LEVEL E	LEVEL F	LEVEL G
SLT 1	19,461	20,414	-	-	-	-	-
SLT 2	23,633	24,815	26,056	27,358	28,726	30,162	31,670
SLT 3	27,305	28,670	30,104	31,608	33,190	34,848	36,591

This scale will be adjusted by the EA of Article 36B.08 on January 1, 1985.

MEMORANDUM OF AGREEMENT

BETWEEN

THE UNIVERSITY OF NEW BRUNSWICK (UNB)

AND

THE ASSOCIATION OF UNIVERSITY OF NEW BRUNSWICK TEACHERS (AUNBT)

SUBJECT: SENIOR INSTRUCTORS

The two aforementioned Parties, in accordance with Article 47.05 of the 1983-85 Collective Agreement, have agreed to reopen:

Article 22B Appointments of Instructors and Senior Instructors

Article 24C Promotion of Instructors

Article 25F Assessment Criteria: Senior Instructor

In so doing, the two Parties have agreed to increase the two ranks of Instructor and Senior Instructor to three ranks such that the Instructor rank remains the same, the Senior Instructor rank becomes Senior Instructor 1, and Senior Instructor 2 becomes a new rank. Therefore, any Employee holding the rank of a Senior Instructor shall now be a Senior Instructor 1.

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Dated this 5th day of June, 1984.

For the Association:

For the University:

(Sgd.) R. McGaw

(Sgd.) J. D. Horn

THIS ADDENDUM

SIGNED AT FREDERICTON, N.B.

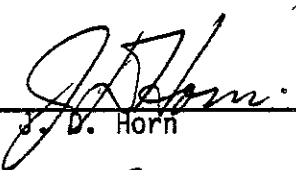
THIS 13<sup>th</sup> DAY OF AUGUST, 1984.

UNIVERSITY OF NEW BRUNSWICK


ASSOCIATION OF UNIVERSITY OF  
NEW BRUNSWICK TEACHERS


  
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J. Downey

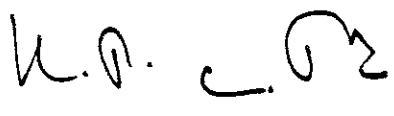
  
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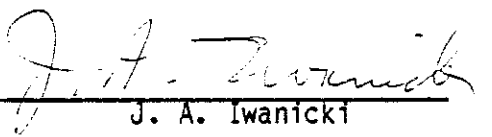
  
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J. H. Thompson