

**LOU: 2019-2022 Collective Agreement
COVID Consideration for Reappointment,
Promotion and Tenure/Continuing Appointment Assessment**

Between

The University of Victoria Faculty Association

And

The University of Victoria

Whereas pandemic conditions through 2020 and 2021 have created challenges for many faculty in the conduct of their Academic Responsibilities and for many librarians in the conduct of Professional Responsibilities;

And whereas it is important that the impacts of those challenges be a consideration in peer evaluation and assessment in relation to applications for Reappointment, Promotion and Tenure, and Continuing Appointment;

And whereas it is also important to recognize that impacts of those challenges can be experienced differentially among faculty and librarians, sometimes exacerbating existing inequities;

The Parties hereby acknowledge that for Faculty Members CA s.33.19 d) notes that in developing the RPT/CA file “the candidate may include a statement of any special circumstances during the period under review which may have affected the candidate’s achievements during the period under review.” For Librarian Members CA s.30.16 d) similarly notes “other documentation which the candidate wishes to have considered.” The Parties hereby encourage faculty and librarians to utilize this entitlement to articulate their experience of the pandemic that is relevant to consideration of their application. ¹

The Parties also acknowledge the obligation of the RPT Committee under CA s. 33.29, or the ACRP under CA s. 30.25 in the case of Librarians, to provide a summary of the committee’s assessment on all factors significant to their assessment, which would include consideration of any statement of special circumstances provided by the candidate under s. 33.19 d), or s.30.16 d).

Further, the Parties hereby agree:

1. That any “statement of special circumstances” under s. 33.19 d), or s.30.16d) received from a candidate will be provided to referees with instruction that it is to be considered in the referee’s assessment.

That Committees making recommendations on Reappointment, Promotion, Tenure or Continuing Appointment are expected to give due consideration to the guidance in Appendix A, and shall acknowledge in the Recommendation Report that they have reviewed this Letter of Understanding and

¹ Faculty and librarians may consult with the Association for guidance in developing these statements.

given due consideration to that guidance, in respect of the candidate's file. Committees are reminded of their obligations (under s. 33.29 for faculty and 30.25 for librarians) that the Recommendation Report shall provide a summary of their assessment on all factors significant to their assessment, including consideration of COVID-19 related impacts.

SIGNED this 16th day of June, 2021



Dr. Lynne Marks
President
Faculty Association
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Michele Parkin
Associate Vice-President
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Appendix A – Guidance to ARPT/ACRP Committees on COVID Considerations in RPT/CA Assessment

The RPT/ACRP Committee is expected to consider the following:

- The impacts of the COVID-19 pandemic on service, teaching, professional performance, scholarly activity, creative activity and research productivity, and training are not equal for all members of the academic community. Certain identity factors are associated with greater impacts for some individuals (e.g., gender, race, Indigenous identity, geographic location, rurality, disability, age, socioeconomic status, career stage, family responsibilities, etc.). This personal information might not be provided in an application; so your assessment should be informed by the description of the impacts on service, teaching, professional performance, scholarly activity, research and/or training activities provided in the materials provided by the candidate.
- The impacts of the COVID-19 pandemic are not equal across all kinds of teaching and in all fields of research, creative activities and scholarly activity. Some fields of research and creative activity may be more affected than others (e.g., research involving community engaged research, research involving archives, field work, research involving animals, research conducted in wet labs, etc.).
- Impacts may differ for various types of scholarly activity, research, creative activity and/or training activities. For example, a researcher may be unable to collect new data, but still be able to write and publish manuscripts.
- Impacts might be felt at different time points and may be more relevant for certain selection criteria. For example, you may see in an application that data collection was postponed due to a lab closure. This type of impact might not affect recent contributions to research, but could affect future research and training plans.
- You should not make assumptions on the impacts of the COVID-19 pandemic on service, teaching, professional performance, scholarly activity, creative activity, research and training, but should take into consideration the impacts based on the description provided in the application.
- Details about personal circumstances related to the COVID-19 pandemic that have affected teaching, professional performance, research and/or training activities are a candidate's personal information, which they are not required to disclose. It is sufficient for the candidate to state the nature of the circumstances (e.g., medical, bereavement, family responsibilities, etc.) for the impact to be taken into account. Considerations should be made based on the description of the impact on research, creative work and/or training activities.