



Collective Agreement Calendar

November 2021 - October 2022



November 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
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15 Section 33.4 b
SPT Process: Tenure and Promotion. Deadline for the Chair of the Department to submit the Departmental Report to the Dean.

15 Section 33.4 a
SPT Process: Reappointment and Continuing Appointment. Deadline for the Dean to submit their recommendation to Faculty Members.

10-12 Reading Break

11 Remembrance Day

December 2021

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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15 Section 33.4 b
SPT Process: Tenure and Promotion. Deadline for the Chair to submit their recommendation to Faculty Members.

15 Section 33.4 a
SPT Process: Reappointment and Continuing Appointment. Deadline for the President to enter the file to the UAC.

27-31 Winter Holiday

January 2022

S	M	T	W	T	F	S
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30	31					

31 Section 25.19, 25.2
Deadline for faculty members and librarians to provide their updated CV to the Dean.

31 Section 34.5
Deadline for faculty members to submit their application for study leave of absence (if not already approved).

30 Section 33.42b
SPT Process: Tenure and Promotion. Deadline for the President to enter the file to the UAC.

30 Section 33.55a
SPT Process: Reappointment and Continuing Appointment. Deadline for the UAC to send a report to the President.

Section 30.16
Deadline for a Librarian who wishes to apply for promotion to submit their application to the University Librarian.

Sections 11.3a, b, i, j
The University will provide the Associate with:
1. An up-to-date list of all members of the UAC.
2. List of all members who received a salary adjustment in the previous academic year.
3. List of all members who received a merit adjustment in the previous academic year.

Section 33.34c
SPT Process: Promotion. Deadline for the Chair of the committee to send the Recommendation Report to the Dean.

Section 30.17
SPT Process: Promotion. Deadline for the candidate to submit the application to the University Librarian.

February 2022

S	M	T	W	T	F	S
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Section 30.18
Deadline for the supporting Librarian to enter a Librarian's application for promotion to the UAC.

Section 33.57a
SPT Process: Reappointment and Continuing Appointment. Deadline for the candidate to be notified of the President's decision.

Section 33.57a
SPT Process: Promotion. Deadline for the Dean to submit their recommendation to Faculty Members.

21 Family Day

22-25 Reading Break

Section 22.3
Deadline for the selection of members of the Librarian Appointments Advisory Committee.

Section 33.55b
SPT Process: Promotion and Tenure. Deadline for the UAC to send a report to the President.

March 2022

S	M	T	W	T	F	S
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15 Section 33.42 c
SPT Process: Promotion. Deadline for the President to enter the file to the UAC.

15 Section 33.57b
SPT Process: Promotion and Tenure. Deadline for the candidate to be notified of the President's decision.

April 2022

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15 Section 30.26
Deadline for the University Librarian to make a recommendation to the Provost or a Librarian's application for Promotion.

15 Section 33.4
SPT Process: Deadline for a faculty member to notify the Chair (writing that they intend to apply for future and/or Promotion).

15 Section 33.57a
SPT Process: Promotion. Deadline for the UAC to send a report to the President.

15 Section 33.3
SPT Process: Deadline for the Chair to notify a faculty member who must be considered for Reappointment, Continuing Appointment, Promotion or Tenure of the Department. The Faculty Member will be expected to submit a CV to the Chair of Faculty. The Faculty Member is required to submit a CV to the Chair of Faculty.

15, 18 Good Friday, Easter Monday

30 Section 32.1
Deadline for the meeting to select the candidates for SPT Candidates.

30 Section 30.27
Deadline for the University Librarian to send their application to the UAC and the UAC to send a report to the President.

May 2022

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Section 30.28
SPT Process: Promotion. Deadline for the candidate to be notified of the President's decision.

Section 50.32
Deadline for the Dean to submit their recommendation to the University Academic and Professional Staff.

Section 33.5
SPT Process: Deadline for the UAC to send a report to the President.

Section 26.4
Deadline for the Chair to notify a faculty member who must be considered for Reappointment, Continuing Appointment, Promotion or Tenure of the Department. The Faculty Member will be expected to submit a CV to the Chair of Faculty. The Faculty Member is required to submit a CV to the Chair of Faculty.

Section 30.28
Deadline for the Dean to notify a Librarian's application for promotion to the UAC and the UAC to send a report to the President.

21 Victoria Day

June 2022

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Section 33.12
SPT Process: Deadline for the candidate to submit a minimum of 2 letters from the current list of members.

Section 33.15
SPT Process: Deadline for the candidate to submit a minimum of 2 letters from the current list of members.

Section 33.12
SPT Process: Deadline for the candidate to submit a minimum of 2 letters from the current list of members.

Section 11.4
Deadline to provide a report to the Association regarding the appointment made by external search, confirming that all the required approvals for funding an open competition were obtained and providing a statement of the receipt of consultation as required by the Association.

July 2022

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Section 50.6
Salary adjustments applied.

Section 11.3a
Within 2 weeks of July 1, the University will provide the Association with an up-to-date list of all members' names, UAC email, gender, Tenure status, FTE, highest earned degree and their adjusted rank, salary and Department, and type of leave (if applicable).

August 2022

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Section 9.6
The UAC will prepare and distribute an annual report of its work in the previous Academic Year.

Section 33.38
SPT Process: Deadline for continuing letters to include their allegiance to the UAC.

September 2022

S	M	T	W	T	F	S
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Section 33.16
SPT Process: Deadline for faculty member being considered for Reappointment, Continuing Appointment, Tenure or Promotion. Faculty member to submit their materials to the Chair.

Section 11.3a
Within 2 weeks of Sept. 1, the University will provide the Association with an up-to-date list of all members' names, UAC email, gender, Tenure status, FTE, highest earned degree and their adjusted rank, salary and Department, and type of leave (if applicable).

Section 33.21
SPT Process: Tenure and Promotion. Deadline for the committee to send the candidate's name to the UAC.

October 2022

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Section 33.19
SPT Process: Deadline for faculty member being considered for Reappointment, Continuing Appointment, Tenure or Promotion to submit their materials to the Chair.

Section 34.5
Deadline for faculty members to apply for Family Leave.

Section 36.6
Deadline for faculty members to apply for Administrative Leave.

Section 33.44
SPT Process: Promotion and Tenure. Deadline for the committee to send the Recommendation Report to the Dean.

Section 33.34a
SPT Process: Reappointment and Continuing Appointment. Deadline for the candidate to be notified of the President's decision.

Section 33.21
SPT Process: Promotion. Deadline for the candidate to be notified of the President's decision.



November 2021

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15 Section 33.4 b

RPT Process: Tenure and Promotion. Deadline for the Chair of the committee to send the Recommendation Report to the Dean

15 Section 33.40 a

RPT Process: Reappointment and Continuing Appointment. Deadline for the Dean to submit their recommendation to Faculty Relations

10 - 12

Reading Break

11

Remembrance Day

CA-Driven Deadlines

FRAA Deadlines

VPAC Operations

Reading break

Multiple Deadlines

Holiday Periods



December 2021

S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
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15 Section 33.40 b

RPT Process: Tenure and Promotion. Deadline for the Dean to submit their recommendation to Faculty Relations

15 Section 33.42 a

RPT Process: Reappointment and Continuing Appointment. Deadline for the President to refer the file to the UAAC

27 - 31

Winter Holiday

CA-Driven Deadlines

FRAA Deadlines

VPAC Operations

Reading break

Multiple Deadlines

Holiday Periods



January 2022

S	M	T	W	T	F	S
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30	31					

2 Section 30.16
Deadline for a Librarian who wishes to apply for Promotion to submit their application to the University Librarian.

14 Sections 11.3a, b i, b ii
 The University will provide the Association with:
 1. An up-to-date list of all members
 2. List of all members who received an administrative stipend,
 3. List of all members who received extra-to0load payments in the prior academic year

15 Section 33.34c
RPT Process: Promotion. Deadline for the Chair of the committee to send the Recommendation Report to the Dean

15 Section 30.17
Deadline for the supervising Librarian to provide a written statement of a Librarian's suitability for Promotion to the University Librarian

31 Sections 25.19, 25.2
Deadline for faculty members and Librarians to provide their updated CV to the Unit Head

30 Section 33.42b
RPT Process: Tenure and Promotion. Deadline for the President to refer the file to the UAAC

31 Section 34.5
Deadline for faculty members to be notified if their application for Study Leave of Administrative has been approved.

30 Section 33.55a
RPT Process: Reappointment and Continuing Appointment. Deadline for the UAAC to send its report to the President.

- CA-Driven Deadlines
- FRAA Deadlines
- VPAC Operations
- Reading break
- Multiple Deadlines
- Holiday Periods



February 2022

S	M	T	W	T	F	S
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27	28					

1 Section 30.18
Deadline for the supervising Librarian to refer a Librarian's application for Promotion to the ACRP

15 Section 33.57a
RPT Process: Reappointment and Continuing Appointment. Deadline for the candidate to be notified of the President's decision.

15 Section 33.57a
RPT Process: Promotion. Deadline for the Dean to submit their recommendation to Faculty Relations.

21 Family Day

22 - 26 Reading Break

28 Section 22.3
Deadline for the selection of members of the Librarian Appointments Advisory Committee.

28 Section 33.55b
RPT Process: Promotion and Tenure. Deadline for the UAAC to send its report to the President.

- CA-Driven Deadlines
- FRAA Deadlines
- VPAC Operations
- Reading break
- Multiple Deadlines
- Holiday Periods



March 2022

S	M	T	W	T	F	S
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15 Section 33.42 c

RPT Process: Promotion. Deadline for the President to refer the file to the UAAC.

15 Section 33.57b

RPT Process: Promotion and Tenure. Deadline for the candidate to be notified of the President's decision.

CA-Driven Deadlines

FRAA Deadlines

VPAC Operations

Reading break

Multiple Deadlines

Holiday Periods



April 2022

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3	4	5	6	7	8	9
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24	25	26	27	28	29	30

15 Section 30.26

Deadline for the University Librarian to make a recommendation to the Provost on a Librarian's application for Promotion

15 Section 33.4

RPT Process: Deadline for a faculty member to notify the Chair in writing that they intend to apply for Tenure and/or Promotion.

15 Section 33.57a

RPT Process: Promotion. Deadline for the UAAC to send its report to the President.

15 Section 33.3

RPT Process: Deadline for the Chair to notify a faculty member who must be considered for Reappointment, Continuing Appointment, Promotion or Tenure of the documentation that the Faculty Member will be expected to submit and, in the case of Tenure, that the Faculty Member is required to nominate referees by the dates specified

15, 18
**Good Friday,
Easter Monday**

30 **Section 32.1**
Deadline for the meeting to select the structures for ARPT Committees

20 **Section 30.27**
Deadline for the University Librarian to send their recommendation and reasons to the candidate for Promotion and the ACRP.

- CA-Driven Deadlines
- FRAA Deadlines
- VPAC Operations
- Reading break
- Multiple Deadlines
- Holiday Periods



May 2022

S	M	T	W	T	F	S
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22	23	24	25	26	27	28
29	30	31				

1 Section 30.28
RPT Process: Promotion. Deadline for the candidate to be notified of the President's decision.

1 Section 50.32
Deadline for the Deans to submit their salary recommendations to the Vice-President Academic and Provost

15 Section 33.5
RPT Process: Deadline for referee nominee lists to be exchanged

15 Section 26.4
Deadline for the annual meeting between the Chair and faculty members with eligibility for Tenure or Continuing Status

15 Section 30.28
Deadline for the Provost to notify a Librarian candidate if Promotion has been denied. A successful candidate will be notified in writing by May 15 or as soon thereafter as may be practical.

23
Victoria Day

- CA-Driven Deadlines
- FRAA Deadlines
- VPAC Operations
- Reading break
- Multiple Deadlines
- Holiday Periods



June 2022

S	M	T	W	T	F	S
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1 Section 33.12

RPT Process: Deadline for the candidate to select a minimum of 2 referees from the committee's list of nominees.

15 Section 33.13

RPT Process: Deadline for the committee to select a minimum of 2 referees from the candidate's list.

15 Section 33.12

RPT Process: Deadline for the candidate to submit copies of or citations to scholarly or creative works they wish to be made available to the referees.

30 Section 11.4

Deadline to provide a report to the Association listing the appointments made by waived search, confirming that all the required approvals for waiving an open competition were obtained and providing a statement of the exceptional circumstances that justified waiving an open competition.

- CA-Driven Deadlines
- FRAA Deadlines
- VPAC Operations
- Reading break
- Multiple Deadlines
- Holiday Periods



July 2022

S	M	T	W	T	F	S
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31						

1 Section 50.6

Salary adjustments applied

14 Section 11.3a

Within 2 weeks of July 1 - The University will provide the Association with an up-to-date list of all members: name, UVic email, gender, Tenure status, FTE, highest earned degree and year attained, rank, salary and Department, and type of leave (if applicable).

CA-Driven Deadlines

FRAA Deadlines

VPAC Operations

Reading break

Multiple Deadlines

Holiday Periods



August 2022

S	M	T	W	T	F	S
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21	22	23	24	25	26	27
28	29	30	31			

31 Section 9.6

The JCAA will prepare and distribute an annual report of its work in the previous Academic Year

31 Section 33.18

RPT Process: Deadline for nominated referees to indicate their willingness to serve.

CA-Driven Deadlines

FRAA Deadlines

VPAC Operations

Reading break

Multiple Deadlines

Holiday Periods



September 2022

S	M	T	W	T	F	S
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1 Section 33.19

RPT Process: Deadline for faculty member being considered for Reappointment, Continuing Appointment, Tenure or Promotion conferring Tenure to submit their materials to the Chair.

14 Section 11.3a

Within 2 weeks of Sept. 1 - The University will provide the Association with an up-to-date list of all members: name, UVic email, gender, Tenure status, FTE, highest earned degree and year attained, rank, salary and Department, and type of leave (if applicable)

15 Section 33.21

RPT Process: Tenure and Promotion. Deadline for the committee Chair to send the candidate's materials to the referees.

CA-Driven Deadlines

FRAA Deadlines

VPAC Operations

Reading break

Multiple Deadlines

Holiday Periods



October 2022

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1 Section 33.19
RPT Process: Deadline for faculty member being considered for Promotion to submit their materials to the Chair.

1 Section 34.5
Deadline for faculty members to apply for Study Leave.

1 Section 36.6
Deadline for faculty members to apply for Administrative Leave.

15 Section 33.44
RPT Process: Deadline for the President and the President of the Faculty Association to jointly appoint the members of the UAAC

15 Section 33.34a
RPT Process: Reappointment and Continuing Appointment. Deadline for the Chair of the committee to send the Recommendation Report to the Dean.

15 Section 33.21
RPT Process: Promotion. Deadline for the committee Chair to send the candidate's materials to the referees.

- CA-Driven Deadlines
- FRAA Deadlines
- VPAC Operations
- Reading break
- Multiple Deadlines
- Holiday Periods