

LETTER OF UNDERSTANDING

ADMINISTRATION AND USE OF STUDENT QUESTIONNAIRES ON COURSES AND TEACHING FOR COURSES TAUGHT IN THE 2020-21 AND 2022-21 ACADEMIC YEARS

(Amended April 26, 2022, to replace the October 26, 2021, version,
which replaced the August 31, 2020, version)

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 as well as the 2020-21 and 2021-22 academic years;

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 and 2021-22;
3. Inclusion of results of SQCTs for courses taught in the 2020-21 year and in the winter term of the 2021-22 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 (including those courses where the first day of the class was held before June 30, 2021) and/or the 2021-22 winter term, 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 and/or the 2021-22 winter term 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.

As Amended this 26th day of April 2022 to replace the previous version signed October 26th, 2021, which replaced the original version signed August 31, 2020.

Signed this 27th day of April 2022