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# Amendments Affecting Pre-Tenure and Full-time Teaching Stream Faculty

Office of the Vice-Provost, Faculty & Academic Life

March 2015

# Context

- The product of SJAC process
- Main amendments include:
  - New facilitation and fact-finding process for making changes to specific (frozen) policies
  - New *Policy and Procedures for Faculty and Librarians on Academic Restructuring*
  - Amendments to the *MOA* and the *PPAA* relative to tenure and promotion process for tenure stream faculty
  - Agreement in principle on amendments affecting the teaching stream



# Notable Changes

- Significantly benefit University as a whole
- Enhance opportunity for collegial involvement of faculty and librarians
- Acknowledge valued work of teaching- and tenure-stream faculty
- Support faculty excellence in research and teaching
- Align U of T's tenure process with that of peer institutions



# Ask Questions at Any Time



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Faculty & Academic Life

# Timeline

- Proposals approved by Governing Council February 26, 2015
  - Amendments affecting Tenure Stream: final approval
  - Amendments affecting the Teaching Stream:
    - Approved in principle only
    - Expected to go in final form end of June



# Amendments Affecting Tenure Stream

- **Extending tenure clock:** from 5 to 6 years
- **Later probationary review:**
  - end of 3<sup>rd</sup> year (vs 2<sup>nd</sup>)
  - notification of renewal by Nov. 30 of the 4th year (vs Sept 25 of 3<sup>rd</sup> year)
- **Longer initial contract:** 4 years (vs 3 years)
- **2<sup>nd</sup> contract (following successful review)**
  - Remains 2 years
  - (New) **Includes term with adjusted workload:** prior to tenure review
- **Clarified rationale for delay** of probationary or tenure review



# Further re Amendments Affecting Tenure Stream

- **Amendments to tenure procedures**
  - (New) Notification of tenure review no later than June 30<sup>th</sup>, preceding their review. (was Sept. preceding review)
  - (New) Candidates will be provided with a period of at least 6 weeks in which to assemble and prepare teaching dossier and this will not normally be before July 1.
- **Summary of Evidence: Will be provided to the candidate at least one week prior to the first meeting of the tenure committee.**



# Implementation Essentials

Tenure Stream faculty will have a **one-time option** to elect to be covered by the revised PPAA





# Implementation: New Hires

New Hires who have already accepted offers of employment:

- Received a letter letting them know about the tentative agreement and amendments
- Those who begin before March 1: receive opt in letter
- Others: will receive a revised letter of appointment reflecting the revised PPAA



# Implementation: New Hires

## Hires made after January 1, 2015:

- Have received transitional letters of appointment advising them of the amendments going forward to University governance
- Have been told that they will automatically fall under the revised policy
- Will receive a confirmation letter



# Implementation: New Hires

Hires made after February 26, 2015 (presuming approval of the amendments by GC):

- Should receive letters of offer referencing the revised PPAA



# Implementation: Asst Professors (Conditional)

- These colleagues have received letters of appointment under the old PPAA
- Will clarify process asap



# Implementation: Current Tenure Stream Faculty

- All will be sent *personalized letters* week of March 2, 2015 providing them with the details should they elect to be covered by the revised policy
- Letter includes an election form
- *If they do not formally “opt in”* by returning the form to Office of the V-P, FAL, *they will continue to be covered by the unrevised PPAA*
- And.....



# Implementation: Current Tenure Stream Faculty

Cont'd

- Window to “opt in”: *April 1, 2015 - June 30, 2015*
- Faculty who “opt in” will be provided with:
  - *new letter of appointment* (draft letters to be provided to Chairs by V-P, FAL)
  - Effective date: *July 1, 2015*



# Amendment for Tenure Stream Faculty in Year 1 as of June 30, 2015 (if they opt in)

- Move to Year 2
- Current contract extended by a year (to 4 years)

*(assumes no delays etc.)*



Tenure Clock started in 2014	Milestone	Date
<b>Current Clock</b>	Your current contract ends:	June 30, 2017
	Your 3rd year review will begin no earlier than:	May 1, 2016
	Notification of 3rd year review outcome by:	September 25, 2016
	Upon a successful review you will be offered an additional two-year contract:	from July 1, 2017 to June 30, 2019
	Your tenure review will be conducted:	in 2018/2019
	With notification of your committee's recommendation:	by April 15, 2019
<b>If you opt in to the new policy...</b>	Your current contract will be extended:	until June 30, 2018
	You will receive notification of your interim review:	in May 2017
	Notification of the outcome of your Interim review will occur:	by November 30, 2017
	Upon a successful review, you will be offered an additional two-year contract. You will also be entitled to an adjustment to your workload for one term to allow you to focus on preparation for tenure:	from July 1, 2018 to June 30, 2020
	Notification of the tenure review no later than:	June 30, 2019
	Your tenure review will be conducted:	in 2019/2020
	With notification of your committee's recommendation:	by April 15, 2020





# Implementation: Tenure Stream Faculty in Year 2 as of June 30, 2015 (if they opt in)

- Move to Year 3
- Current contract extended by 1 year (to 4 years)
- Current Third Year Review halted (does not start)

*(assumes no delays etc.)*



<b>Tenure Clock started in 2013</b>	<b>Milestone</b>	<b>Date</b>
<b>Current Clock</b>	Your current contract ends:	June 30, 2016
	Your 3rd year review will begin no earlier than:	May 1, 2015
	Notification of 3rd year review outcome by:	September 25, 2015
	Upon a successful review you will be offered an additional two-year contract:	from July 1, 2016 to June 30, 2018
	Your tenure review will be conducted	in 2017/2018
	With notification of your committee's recommendation	by April 15, 2018
<b>If you opt in to the new policy...</b>	Your current contract will be extended:	until June 30, 2017
	You will receive notification of your interim review	in May 2016
	Notification of the outcome of your Interim review will occur:	by November 30, 2016
	Upon a successful review you will be offered an additional two-year contract. You will also be entitled to an adjustment to your workload for one term to allow you to focus on preparation for tenure	from July 1, 2017 to June 30, 2019
	Notification of the tenure review no later than:	June 30, 2018
	Your tenure review will be conducted:	in 2018/2019
	With notification of your committee's recommendation	April 15, 2019



# Implementation: Tenure Stream Faculty in Year 3 as of June 30, 2015 (if they opt in)

- Move to Year 4
- Will have gone through 3<sup>rd</sup> year review (2014-15)
- Current 2-year contract extended by 1 year (to 3 years)
- Adjustment to workload for 1 term in Year 4 or 5

*(assumes no delays etc.)*



<b>Tenure Clock started in 2012</b>	<b>Milestone</b>	<b>Date</b>
<b>Current Clock</b>	Your 3rd year review was completed:	in 2014
	Upon your successful review you will receive an additional two-year contract:	from July 1, 2015 to June 30, 2017
	Your tenure review will be conducted:	in 2016/2017
	With notification of your committee's recommendation:	by April 15, 2017
<b>If you opt in to the new policy.....</b>	You will receive an additional three-year contract:	from July 1, 2015 to June 30, 2018
	You will be entitled to an adjustment to your workload for one term to allow you to focus on preparation for tenure.	between July 1, 2015 to June 30, 2017
	Notification of the tenure review no later than:	June 30, 2017
	Your tenure review will be conducted:	in 2017/2018
	With notification of your committee's recommendation:	by April 15, 2018



# Implementation: Tenure Stream Faculty in Year 4 as of June 30, 2015 (if they opt in)

- Move to Year 5
- Current 2-year contract extended by 1 year
- Adjustment to workload of one term in Year 5

*(assumes no delays etc.)*



<b>Tenure Clock started in 2011</b>	<b>Milestone</b>	<b>Date</b>
<b>Current Clock</b>	Your 3rd year review was completed:	in 2013
	Upon your successful review you received an additional two-year contract:	from July 1, 2014 to June 30, 2016
	Your tenure review will be conducted:	in 2015/2016
	With notification of your committee's recommendation:	April 15, 2016
<b>If you opt in to the new policy...</b>	Your current contract will be extended:	until June 30, 2017
	You will be entitled to an adjustment to your workload for one term to allow you to focus on preparation for tenure:	between July 1, 2015 and June 30, 2016
	With notification of the review no later than:	June 30, 2016
	Your tenure review will be conducted:	in 2016/2017
	with notification of your committee's recommendation:	by April 15, 2017



# Implementation: Tenure Stream Faculty in Year 5 as of June 30, 2015 / Tenure Clock Began 2010

- Current contract ends June 30, 2015
- Tenure Review is underway with notification of Committee's recommendation by April 15, 2015
- Not eligible to "opt in"

*(assumes no delays etc.)*



Revised Tenure Clock Timetable	
<i>Academic Year 1 (1st July to 30th June)</i>	<ul style="list-style-type: none"> <li>• Receive initial four-year contract.</li> </ul>
<i>Academic Year 2</i>	
<i>Academic Year 3</i>	<ul style="list-style-type: none"> <li>• No earlier than May, Interim Review will commence.</li> <li>• No later than June 30, candidate will be advised of the materials to be submitted.</li> </ul>
<i>Academic Year 4</i>	<ul style="list-style-type: none"> <li>• Submission of Interim Review materials no earlier than August 31.</li> <li>• Notification of the outcome of the review by November 30.</li> <li>• A successful review will result in an additional two-year contract.</li> </ul>
<i>Academic Year 5</i>	<ul style="list-style-type: none"> <li>• Following a successful review, candidates would be entitled to an adjustment to their workload assignment for one academic term in order to allow them to focus on preparing for tenure and addressing advice from the interim review.</li> <li>• No later than June 30, the candidate will be informed of their upcoming tenure review in year six</li> </ul>
<i>Academic Year 6</i>	<ul style="list-style-type: none"> <li>• Candidates should normally be provided with a period of at least 6 weeks in which to assemble and prepare the documentation required.</li> <li>• Candidates will not normally be asked to submit their research dossiers before July 1.</li> <li>• Normally in the fall, the candidate will be notified of those to serve on the committee.</li> <li>• At least one week prior to the tenure committee meeting, the candidate will receive the summary of evidence.</li> <li>• Candidate will be informed of the tenure committee's recommendation by April 15.</li> </ul>





# Delays ?

- Will be honoured – adjust the timing to reflect delays
  - If you have received a delay to **your interim review**, the dates for your interim review and, upon successful review, your tenure consideration will take place one year later than your original clock.
  - If you have received a one-year delay to **your tenure review**, the dates for your tenure review will take place one year later than your original clock.



# Early tenure review?

- If faculty have been granted an early tenure review, this will be honoured
- Faculty may 'opt in' to the Policy (and receive term-free of teaching) and request an early review
- **All early reviews require Provostial approval**



# Term with Adjusted Workload ?

“Appointees who have been granted a renewal of their initial contract are entitled to an adjustment to their workload assignment *for one academic term* in order to *allow them to focus on preparing for their tenure consideration and to address any advice from the review of their initial appointment.*

*Normally, this term will not include assigned teaching or service; but the term may include assigned teaching, with the candidate's agreement, in order to address advice from their review.”*



# Impact on Research and Study Leave

- Faculty are eligible for RSL after 6 continuous years of service
  - If pre-tenure, this would be at 82.5%
  - vs 90% for faculty **following a successful tenure review and promotion to associate professor;**



ALSO

# Amendments Affecting Teaching Stream



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# Amendments for the Teaching Stream

- Initial four-year teaching stream appointments
- Mandatory interim review with a term of teaching and service reduction following successful renewal and a two-year re-appointment
- A review for promotion to continuing status in Year 6
- The introduction of professorial ranks and titles:
  - Assistant Professor (Conditional), Teaching Stream
  - Assistant Professor, Teaching Stream
  - Associate Professor, Teaching Stream
  - Professor, Teaching Stream



# Timelines for Approval – Teaching Stream

- Important to understand that these amendments are currently being approved *in principle only*
- Anticipated approval in detail possibly end of June 2015



# Implementation Essentials – Teaching Stream

- Nothing to do yet
- Once approved by GC:
  - Individualised letter will be provided to each pre-promotion faculty member
    - outlining the new Policy provisions
  - One-time only opportunity to ‘opt in’ to the new Policy provisions
    - Possibly July 1 to December 31, 2015
  - Those scheduled to undergo a promotional review commencing this spring will proceed with the review process





# New Hires

- All new full-time teaching stream faculty beginning July 1, 2015 onward will fall under the new Policy provisions



# Process



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# AAPM

- ***Inclusive*** – the AAPM will provide:
  - Old policy/procedure language (for those who choose not to “opt in”)
  - Revised policy/ procedure (for those who are covered by the revised PPAA)
- ***Current:*** new Letters of Offer will be available once the governance amendments come into effect.



# Communications

- Updates and reminders for faculty in *U of T Bulletin* and *V-P, FAL Newsletter*
- Contacting eligible faculty on leave individually
- Polite reminder letters to faculty who have not returned their election in May
- Reminder presentation to PDAD&C to ask faculty to make their election on time
- V-P, FAL will provide a list of faculty who have “opted in” to Dean’s Offices



# HRIS and other systems

- Opportunity to update faculty record
- Facilitation
- Audit
- New Fields



# Please feel free to contact us

## V-P, FAL

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