

## Summary of Changes to the 2019/2020 SAC Guide

***\*This revision of this SAC guide reflect key changes in the Collective Agreement between the UBC and the UBCFA 2019-2022.\****

### **Joint Appointment processes for appointment, promotion and tenure updated.**

There are now provisions for some flexibility in the appointment, tenure and promotion processes involving joint appointments. They must be clearly set out at the time of appointment and also must fit into established norms (*Part 4: Article 5.01(c) General Provisions and 5.02(d) Meetings with the Head*).

#### **5.01 General Provisions**

c) Where there is a joint appointment, a designated home unit, designated home Faculty, and procedures and criteria for tenure and promotion evaluation will be clearly laid out at the time of appointment. These procedures and criteria can include flexible procedures such as forming joint committees for the departmental and/or Dean's Advisory Committee review, representatives attending other units' meetings, and the submission of joint recommendations.

d) Standard norms for joint appointment procedures will be established. If a particular appointment requires procedures outside of the norm the parties will consult to ensure that the suggested procedure meets the principle that all collaborating units have reasonable opportunity to influence the appointment, promotion or tenure decision. This includes the opportunity to participate in the development of the candidate's dossier, gathering information on teaching performance, and on the selection of external referees.

#### **5.02 Meetings with the Head**

d) When the candidate has a joint appointment, the annual meetings can be held jointly or separately.

e) At the conclusion of each annual meeting the matters discussed must be recorded in memorandum prepared by the Head and agreed to by the candidate. Although the candidate and the Head must agree on what was discussed, they may or may not agree on the evaluations or advice provided. In the case of separate annual meetings, the memorandum will be shared with both Heads.

### **Educational leadership stream titles updated**

Effective July 1, 2020, the educational leadership titles were changed from Instructor to Assistant Professor of Teaching, and Senior Instructor to Associate Professor of Teaching.

### **Definition of Service updated (*Part 4: Article 4.05*)**

#### **4.05 Service to the University and the Community**

Service is a combination of assigned and self-directed tasks. This includes service performed for the benefit of Departments, Faculties, Extended Learning, or other parts of the University (including the Faculty Association), and for professional organizations and the community at large. Such service might include administrative or supervisory work, service on committees and university bodies, all continuing education activity in the community including professional

education, special work with professional, technical, scholarly or other organizations or with scholarly publications not falling within the definition of scholarly activity, membership on or service to governmental or public councils and boards, mentoring activities including for members of Indigenous, racialized, or other historically marginalized groups, and other forms of academic, professional, and public service. Service also includes professional, academic, and public service work done to advance the inclusion of all those who have been historically excluded based on gender, race, religion, sexuality, age, disability, or economic circumstance

**Deadline to Submit Candidate's File for Reappointment, Promotion or Tenure updated**

Effective July 1, 2021, the candidate must provide their file or dossier by July 1 rather than September 15 (*Part 4: Article 5.03 Candidate's File for Reappointment, Promotion or Tenure*).

**Updated composition of Senior Appointment Committee (*p.37 of the SAC Guide*).**

**Updated gender specific pro-nouns to gender neutral pronouns (*i.e. they, their and them*).**

**Updated articles and references to match the 2019-2022 Collective Agreement.**