

NOTE: The language governing eligibility for these Research and Professional development days will be included in the Manual of Staff Policies for Academics and Librarians and posted on an appropriate University of Toronto website.

Librarian Research and Professional Development Days.

1. Each librarian shall be eligible for up to 14* research and professional development days, with the prior approval of their supervisor and the University Chief Librarian or designate, to pursue self-directed research, scholarly activities, creative professional activities and/or professional development through activities including but not limited to attendance at conferences, courses or workshops.
2. Under exceptional circumstances, a librarian may apply to take more than the number of research and professional development days available as set out above. Any additional research and professional development days will require approval of the librarian's manager as well as approval of the University Chief Librarian or their designate.
3. Research and professional development days must be scheduled and approved in advance in order to ensure the operational needs of the unit or department are met. Supervisors will make reasonable efforts to accommodate the scheduling of eligible requests for research and professional development days subject to the operational needs of the unit or department.
4. In the event that the request is not approved, the basis for the decision will be provided in writing.

*The number of days is subject to change based upon Salary, Benefits, Pensions, and Workload negotiations.