

UTFA PROPOSAL: GOVERNANCE IN ACADEMIC PLANNING

Without Prejudice

June 22 2011

Preamble

Faculty and librarians undertake and complete activities and duties that are essential to the University of Toronto. In order for the University of Toronto to achieve its mission, faculty and librarians must enjoy academic freedom, including direct and meaningful involvement in processes of academic planning in order to shape the conditions under which they perform these activities and duties.

From time to time, Faculties, academic programs and units are established, closed, restructured, amalgamated or relocated. In a university setting, this is normal and indeed necessary to the evolution of the institution. The purpose of this article is to ensure that these processes unfold in a manner consistent with the principles of shared and collegial governance, academic freedom and professional autonomy.

Professional autonomy and academic freedom in teaching, research and professional and scholarly activities demand that the security and integrity of individual appointments must not be adversely affected by any changes to Faculties, units, or programs.

Governance in academic planning at the University of Toronto shall proceed in a manner consistent with this article.

The parties recognize the importance of sound academic planning in establishing or changing appropriate academic priorities. The parties further recognize the powers of the Academic Board and Governing Council in these matters.

This article pertains to normal processes of academic planning, including but not limited to any proposed establishment, closure, restructuring, amalgamation or relocation of a Faculty, unit or program. A unit is understood to mean any department within a Faculty (including single unit Faculties), or any Institute, Centre or School offering some combination of undergraduate teaching, graduate teaching, or research and professional activities, and any library or specific library collection. A program is understood to be: (i) any group of courses offered by the university which may lead to a diploma, certificate or degree; (ii) any established research program; (iii) any discrete service; or (iv) any combination of (i) through (iii).

Amendments to this article shall be made in accordance with and are subject to the provisions of Article 6 of the Memorandum of Agreement.

1.0 Principles

Academic planning shall be undertaken in a manner which:

- Ensures that timely notice is given to all members of affected Faculties, units, and programs, including all faculty and librarian members.
- Ensures that all relevant information will be provided in a timely way for the purposes of academic planning
- Ensures that deliberations and decisions regarding changes to Faculties, units and programs are collegial, fair, equitable, transparent and inclusive with regard to all members of the Faculties, units or programs and any affected Faculties, units or programs.
- Ensures that deliberations and decisions regarding changes to Faculties, units and programs adhere to the principle of shared governance and follow due process.
- Ensures that deliberations and decisions regarding changes to Faculties, units and programs respect the principles of academic freedom and professional autonomy for those members of the Faculty, unit or program and for those members of other Faculties, units or programs who shall be or are likely to be affected by the proposed changes.
- Ensures that no decisions are taken and no changes are implemented in processes of academic planning until shared and collegial deliberations and consultations, including procedures consistent with this article, have been concluded.
- Ensures the integrity and security of all continuing appointments.
- Ensures that academic planning, including any proposed changes to Faculties, units or programs, is based on bona fide academic priorities or objectives.

2 Specific provisions

2.1. All academic planning, including all proposed changes to Faculties, units or programs, and all proposals to establish new Faculties, units or programs, shall feature deliberations that provide opportunity for all members of the affected Faculties, units and programs and all members who are likely to be affected by the proposal to be directly and meaningfully involved in collegial discussions of the proposal prior to any decision being made regarding the proposal. In the event that sub-committees of affected Faculties, units or programs are created to consider and propose changes, such sub-committees shall be representative of all members of the affected Faculties, units or programs and shall be open and responsive to input from all members who may be affected.

2.2 Written notification of any proposed changes to existing Faculties, units or programs, including proposals to open, close, restructure, amalgamate, or relocate any Faculty, unit or program, together with any and all information relevant to consideration of the proposed changes, shall be provided in a convenient and timely fashion to all members of affected Faculties, units or programs, to all members who might be affected by the proposal(s), and to the Association. In no circumstance shall such notification be given later than 120 days prior to any final decision regarding the proposal(s). In the event that the 120 day period since notification has elapsed, no implementation shall proceed in advance of the completion of procedures consistent with this

article. Any additional information relevant to consideration of proposed changes to any Faculty, unit or program shall be made available upon request in a convenient and timely fashion for consideration by all members of affected Faculties, units or programs, all members likely to be affected by the proposal, and to the Association in such a manner as to allow sufficient time for it to be considered and subject to comment in advance of a decision.

2.3 Any proposed changes to Faculties, units or programs shall feature explicit and genuine consideration of alternatives. Alternatives considered shall always include no change.

2.4 Any proposed changes to Faculties, units or programs shall be accompanied by a clear rationale for the proposal. This rationale shall be made available to all members of the affected units or programs and to all members of other Faculties, units or programs who are likely to be affected by the proposal.

2.5 In consideration by Academic Board and Governing Council of any proposed changes to any Faculty, unit or program, reasonable opportunity to comment on the proposals shall be given to all members of the Faculty, unit or program and members of other Faculties, units or programs likely to be affected by the proposed changes.

2.6 Reasonable efforts shall be made to ensure that proposed changes to Faculties, units or programs will allow individual members to perform the essential teaching, scholarly and professional activities for which they are qualified. Any individual member who has reasonable grounds to believe he or she shall be adversely affected by proposed changes to a Faculty, unit or program shall be given opportunity to propose changes to his or her appointment, including transfer to another Faculty, unit or program. The Dean, Chief Librarian (as appropriate to the member) and/or the Provost shall make reasonable efforts to accommodate these requests.

2.7 No process of academic planning, including any proposed establishment, closure, restructuring, amalgamation or relocation of a Faculty, unit or program, shall deprive any member of the security of a continuing appointment.

2.8 The principle of academic freedom creates an obligation on the part of the institution to ensure that working conditions support individuals in meeting their teaching, professional and scholarly expectations. In all academic planning and implementation, due consideration shall be given to the integrity of individual appointments, including all reasonable efforts to ensure continuity in teaching, research and professional/scholarly activities for individual members.

2.9 Academic freedom is a principle that must apply to all faculty and librarians and must be given serious and explicit consideration in any academic planning exercise and any proposal, deliberation, or decision involving changes to a Faculty, unit or program.

2.10 No donor, philanthropist or other third party contract or arrangement shall prevail over or be applied in a manner inconsistent with established policies and practices of academic planning, this article, or the policies and practices of the Academic Board and the Governing Council, in setting

academic priorities for Faculties, units or programs or in proposing new Faculties, units or programs, or in introducing changes to existing Faculties, units or programs.

2.11 Implementation of proposed changes to or establishment of any Faculty, unit or program must strictly follow and never precede clear and widely communicated decisions arrived at by established protocols and procedures, including all provisions of this article.

2.12 No decision on or implementation of academic planning proposals or proposals to change or establish any Faculty, unit or program shall precede full deliberation and approval by the full Academic Board and the full Governing Council of the University of Toronto.

2.13 Where this article has not been followed, changes made or proposed shall be void. A grievance alleging a breach of this article shall normally be filed at Step No. 3 of the grievance procedure and the parties will endeavour to resolve it in a timely manner. Either party shall have the option of requesting a hearing before the GRP on an expedited basis, in which case a hearing shall be scheduled within 30 calendar days of the request. In all cases, the chair of the GRP shall have the power to order interim remedies, including but not limited to a freeze on the implementation of any proposal.