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VICE-PRESIDENT, HUMAN RESOURCES

TO: Business Board

SPONSOR: Professor Angela Hildyard, Vice-President, Human Resources
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DATE: February 13, 2002 for March 3, 2003

AGENDA ITEM: #7 (a)

ITEM IDENTIFICATION:

Research Associates Policy

JURISDICTIONAL INFORMATION:

Under its terms of reference, the Business Board is responsible for personnel policy as well as agreements with teaching and administrative staff with respect to terms and conditions of employment.

PREVIOUS ACTION TAKEN:

The proposed policy was presented for discussion to Principals and Deans and to the Academic Board. Extensive consultation was conducted with current Research Associates.

HIGHLIGHTS:

The main impetus for creating these policies was to ensure harmonization of terms of employment where appropriate between staff covered by the newly created policies for the Professional/Managerial Group and the Research Associates. Research Associates are not represented by UTFA and therefore not covered by the policies for faculty and librarians. The revised policies do not provide a lesser benefit than any of the provisions currently in place.

Some key changes are as follows:

Termination – policies now require the approval of the Division Head if other than for cause. Working notice and severance have been enhanced and mirror policies for the Professional/Managerial group.

Scholarship Program for Dependents – this is now provided in these proposed policies.

Pregnancy Leave, Primary Caregiver Leave, Parental Leave – now provided consistent with the Professional/Managerial policies. Current policies are silent in these areas and therefore Employment Standards (lesser standards) would apply.

Problem Resolution – Proposed policies provide for discussion of problem with Principal Investigator and if not resolved employee can meet with the Chair or Dean. There is also provision for non-binding, without prejudice mediation if both parties request this.

FINANCIAL AND/OR PLANNING IMPLICATIONS:

There are none.

RECOMMENDATION:

It is recommended that the Business Board recommend for approval:

THAT the revised Research Associates Policy be approved as the policies that will determine terms of employment for this particular staff group.