



# University of Toronto TORONTO ONTARIO M5S 1A1

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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.