

Letter of Understanding

**DIRECTOR, SCHOOL OF MATHEMATICAL AND STATISTICAL SCIENCES**

Between

The University of Western Ontario  
(hereafter referred to as the Administration)

and

The University of Western Ontario Faculty Association  
(hereafter referred to as the Association)

This Letter of Understanding forms part of the 2014-2018 Collective Agreement for the life of that Collective Agreement.

**WHEREAS** the Parties recognize that the School of Mathematical and Statistical Sciences (SMSS) will be formed at Western as an academic and administrative grouping of three Departments: Applied Mathematics, Mathematics, and Statistical & Actuarial Sciences (henceforth: "the three academic Departments"), together with a cross-disciplinary research unit;

**AND WHEREAS** each of the three academic Departments will continue to have its own Chair and Collective Agreement mandated Committees, and the SMSS will have a Director. The Director will be responsible for the supervision of the staff in the SMSS; for generating joint activities within the SMSS, such as: programs; research; outreach and recruiting; and for being accountable for advancement and external relations;

**AND WHEREAS** the Parties wish to provide for special provisions in respect of the selection of the Director for the SMSS;

THE PARTIES HERETO AGREE AS FOLLOWS:

1. The Parties agree the SMSS is not a School as defined in the Faculty Collective Agreement (*Definitions*) and the Director of the SMSS is not a Director as defined in *Department Chairs and Directors of Schools*. As such, provisions of that article apply only where incorporated by reference herein.
2. The Director shall have a Tenured Appointment. The Director cannot simultaneously be a member of the Board of Governors.
3. The Dean of Science shall consult with the Director on the SMSS's budgetary requirements and delegate administrative responsibilities to the Director. Such responsibilities shall be in accord with this Collective Agreement and shall be specified in the Director's Letter of Appointment.
4. The Director shall undertake training and development as agreed to by the Director and Dean, as required by law, or as specified in the Letter of Appointment.

5. When an alleged violation of the Collective Agreement by the Director is brought to the attention of the Dean, then the Dean shall consult with the Director on this matter in a timely manner.
6. The Dean of Science shall consider and respond to any proposals or issues concerning the SMSS brought forward by the Director.

#### Director Selection Process

7. The first Director of the SMSS will be appointed by the Dean of Science, in consultation with the full-time Members of the three academic departments, for a three-year term (July 1, 2017 – June 30, 2020). Subsequent Directors will be appointed following provisions provided to review and appoint Department Chairs and School Directors in the Faculty Collective Agreement, except as noted below.

#### Subsequent Director Selection Committee Composition

8. The Director Selection Committee for SMSS shall be comprised of:
  - a) the Provost or designate;
  - b) the Dean of Science who shall chair the Committee but shall not vote except in the case of a tie;
  - c) as the SMSS has Members involved in the teaching and supervision of graduate students, the Vice-Provost of the School of Graduate and Post-doctoral Studies or designate;
  - d) the Department Chairs from the three academic Departments;
  - e) one Tenured Member from each of the three academic Departments, to be nominated and elected by Members of each Department.
  - f) two Tenured Members from the Faculty of Science, who are not from the three academic Departments, elected by the Faculty Council.

#### Director Participation in Departmental Processes under the Faculty Collective Agreement

##### A. Appointments

9. The Director shall be an additional member, with voice but no vote, of the Appointments Committee in the three academic Departments under Clause 5.6 of the Article *Appointments*.

##### B. Annual Performance Evaluation

10. The Chair of each of the three academic Departments shall consult with the Director on any proposed changes to the departmental APE document in advance of ratification by the Members in the Department.

C. Promotion and Tenure

11. The Director shall be an additional member, with voice but no vote, on the Promotion and Tenure Committee in the three academic Departments under Clause 7 of the Article *Promotion and Tenure*.

D. Workload

12. The Chair of each of the three academic Departments shall consult with the Director on any proposed changes to the departmental Workload document in advance of ratification by the Members in the Department.

Workload Arrangements during the Appointment to Director of SMSS

13. Clauses 6 through 7.6 of the Article *Department Chairs and Directors of Schools* will apply to the Director.

Termination of Appointment of Director

14. Early termination of the Director's appointment will be at the discretion of the Dean of Science.

Signed this 28 day of June , 2017 at London, Ontario

  
Per: \_\_\_\_\_  
For the Association

  
Jennifer King  
For the Administration