

Early-in-career Workshop – Q & A

March 22, 2021

Q. Can we pick and choose which terms that CES is considered?

A. Yes. Although it is not explicitly stated in the LOU, it does say that faculty can choose whether to include CES in their evaluation. To the extent that the LOU language does not restrict this, it would be acceptable.

Q. How long are we able to pick and choose which terms that CES is considered?

A. All terms in 2020 and Winter Session Term 2 in 2021. The Association is currently advocating for an extension into the Summer Session.

Q. If I defer my reappointment request by one year, do I still have to wait for another three years before going up for promotion?

A. No. People can go up for early promotion at any time.

Q. What is the section of the Collective Agreement (CA) that refers to the statement of special circumstances?

A. 33.19.d: *“a summary of the candidate’s major achievements during the period under review which at the option of the candidate may include a statement of any special circumstances during the period under review which may have affected the candidate’s achievements during the period under review;”*

Q. Which universities in Canada have teaching loads similar to UVic for research faculty?

A. It varies depending on the institution and the discipline. Many research institutions have lower teaching loads. Ask your Chair if you’re not clear on this.

Q. Given that many senior faculty at UVic may not be familiar with the new CA in relation to ARPT processes, what kind of training is provided Directors, Deans and faculty on ARPT committees?

A. Faculty Relations provides training on ARPT processes for Chairs and Directors. There is also a joint workshop offered by the Association and Faculty Relations for members of RPT committees and the Association hosts workshops for Chairs. AO’s are often very experienced in the RPT process and can provide some advice as well.

Q. How much detail do we have to provide when challenging the inclusion of a referee under s. 33.10?

A. It depends on the nature of the challenge being made. If the referee has no relevant expertise, it is unlikely that a lot of information would be required beyond this. However, if bias or conflict of interest were a factor, you would need to provide more details in order to make the case effectively.

Q. Are peer reviews for teaching necessary for reappointment for tenure-track research stream faculty?

A. It is not required in the CA. However, it may be required in FEP or Unit Standard.

Q. Do external referees get everything that a candidate submits to the ARPT committee (i.e. “the whole package”)?

A. For research stream faculty, external referees normally only get the research material, unless the faculty member wants to include teaching material. For teaching stream faculty, they will receive the whole package.

Q. What universities are comparable to UVic in terms of selecting external referees?

A. It varies - there are different cultures around reference letters across Canada, North America, and globally. In most cases, it is advisable to stick to North America and comparable reviewers.

Q. Which universities are comparable to UVic Humanities for selecting external referees?

A. For Humanities, you may want to look at our comparator mid-sized comprehensive universities in Canada: Brock, Carleton, Concordia, Guelph, Memorial, New Brunswick, Regina, Ryerson, Simon Fraser, Waterloo, Wilfrid Laurier, Windsor, and York.

Q. Can you give an example of common elements of ‘dropping the ball’ that ARPT committees might make that create surprises for candidates?

A. The Association does not have a lot of direct experience with ‘dropping the ball’. When committee leadership is good and committee members are attentive, there usually is not a lot of mistakes. It is conceivable that a committee might forget to invite someone to a meeting where there is a negative recommendation. There is not a lot of common pitfalls. If the faculty member’s research is outside the norm – e.g. clinical or community based research – it can be a challenge, despite protection language in the CA (s. 13.5, s. 25.4(c), s. 29.5(d), s. 25.12(d)).

Q. You mentioned that we may not include people that we know too well or recent supervisors as referees. Would a PhD supervisor from 5-10 years ago be acceptable?

A. No. You cannot include a PhD supervisor – it is a conflict of interest. If invited to do so, they should decline (re co-author issues, etc). It is best to keep the process as squeaky clean as possible.

Q. If we have taught elsewhere either before or during our time here at UVic, can we include CES from another institution?

A. That would depend on the Chair in your unit. It is not usually done as it is supposed to be a record of your performance at UVic. s. 25.5 indicates teaching performance requirements. Teaching experience at another university can be provided, but weight given in the assessment may be substantially less.