

# Consecutive Term Appointment Working Group – Joint Final Report

March 10, 2025

## Preamble

The following represents the joint submission of the working group formed through Schedule V: Consecutive Term Appointments of the 2020-2024 Academic Staff Collective Agreement.

## Potential criteria for conversion

The Board and ULFA recognise that a series of consecutive term appointments for an individual performing substantially the same duties in substantially the same discipline area and same academic unit may be an indication of an ongoing need for a continuing position in that area.

Conversion to a continuing probationary position for a Member performing substantially the same duties, in substantially the same discipline area and same academic unit on term contracts will be subject to the following conditions:

1. Upon completion of **six (6)** cumulative years (i.e., 72 months) performing substantially the same duties, in substantially the same discipline area and same academic unit on term contracts, if the Member is hired for a seventh (7<sup>th</sup>) year (i.e., for a 73<sup>rd</sup> month or longer duration) to perform substantially the same duties, in substantially the same discipline area and same academic unit that contract must be a continuing (probationary) appointment.
2. Cumulative term years are determined on the following basis:
  - a. Demonstration of ongoing need, and thus conversion to a continuing probationary position for a Member performing substantially the same duties in substantially the same discipline area and same academic unit, on term contracts, will exclude the following types of contracts:
    - i. contracts covering temporary leaves, where the Member on leave has the right to return to the position
    - ii. majority externally funded positions
    - iii. contracts funded through targeted short term (not continuing) government funding
  - b. Term contracts in consecutive academic years will count toward the maximum time. Term contracts do not need to be in consecutive semesters to be considered cumulative.
  - c. The duration of the contract is what counts toward the conversion threshold. E.g. an 8-month term contract counts as 8 months, regardless of the workload assigned in the term contract.

- d. Substantially the same duties performed in substantially the same discipline area, in the same academic unit on term contracts will count toward the time limit before conversion. "Academic unit" refers to the Faculty, School, or equivalent unit the Member works within during the applicable term contract.
- e. When Members hold term contracts in consecutive academic years but are not performing substantially the same duties in substantially the same discipline area in the same academic unit, the work they perform in each substantially same discipline area and same academic unit will be tracked separately.
- f. If a Member is unable to accept a term contract during an academic year as a result of holding a term contract in another discipline area, the amount of time served in each discipline area will not reset to zero, but will continue to be counted based on the duties performed on term contracts in each discipline area. The maximum amount of time for this pause shall be three years and one day (i.e. 36 months and one day) after which the accumulation for that Member in the offered but not accepted academic unit will reset to zero (0).
- g. A Member who is unable to accept a term contract during an academic year for reasons that would have qualified them for a leave under the ASCA if they did hold a contract, and as a result do not hold a contract during that academic year, will have their consecutive term time-clock interrupted but not reset. The Member must be offered a term contract during this time, reject the offer and advise the Dean offering the appointment of the leave-related reason for rejecting the offer at the time of the rejection.
- h. Time spent on leave under the ASCA while holding a term contract counts toward the maximum time until conversion as if the Member were not on leave.
- i. Time accumulated toward conversion on term contracts will not reset in years during which the Member holds a Sessional Lecturer appointment to perform substantially the same duties, in substantially the same discipline area and same academic unit, for a period not exceeding one (1) academic year.
- j. In the event that a continuing probationary position to perform substantially the same duties in substantially the same discipline area in the same academic unit (barring automatic conversion (3) below) is created and advertised through an open search, it is understood that any and all Member(s) on term or sessional appointments will have the opportunity to apply for the new continuing probationary position. If the Member(s) with the highest cumulative term years performing substantially the same duties in the same discipline area in the same academic unit is not hired into the new position, that Member's cumulative term years will revert to the next highest cumulative term years currently held by any Member performing substantially the same duties in the same discipline area in the same academic unit, as the creation of the new continuing probationary position in substantially the same discipline area and same academic unit removes the current ongoing need for the term appointment.

3. In the event that a Member meets the criteria for conversion to a continuing (probationary) position, that position will be created in the same academic unit at a workload level defined at the point of conversion:
  - a. The conversion will be made at least at the level of the ongoing demonstrated need at the point of conversion, in substantially the same discipline area, in the same academic unit.
  - b. In the case of partially externally funded positions not excluded under 2.a.ii the level of ongoing demonstrated need is based on the internally funded proportion of the position.
  
4. Two additional conditions are necessary for a Member to be eligible for automatic conversion:
  - a. The Member must have been appointed by a duly-constituted Search Committee at least once in the academic unit where the continuing probationary position is to be created as a result of this clause.
  
  - b. The Member must have received at least one formal (PAR) evaluation from the Dean responsible for the discipline area and academic unit where the continuing probationary position is being created and received at least a satisfactory rating in that evaluation.



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Jennifer Burke  
(ULFA Representative)



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Kerry Godfrey  
(Board Representative)



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Rebekah Eckert  
(ULFA Representative)



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Cathy Kanashiro  
(Board Representative)