

**Letter of Understanding  
Between  
The University of Guelph  
and  
The University of Guelph Faculty Association**

The Parties agree to the following:

**1. Changes to Performance Review of UGFA Members in 2024**

In Fall 2024,

- a. The biennial Performance Review process (2022-2024) will be cancelled for Tenured/Continuing Appointment Members and Tenure-track/Continuing Appointment-track Members. All Members will be deemed to have received one (1) performance rating point for each of July 1, 2025, and July 1, 2026. The next biennial Performance Review will take place in Fall 2026 and will cover the assessment period of September 1, 2024 – August 31, 2026.
- b. Pursuant to Article 21.42, Tenure-track Faculty will complete the annual Progress towards Tenure process in Fall 2024 and Fall 2025.
- c. Pursuant to Article 28.39, Continuing Appointment-track Librarians will complete the annual progress towards Continuing Appointment process in Fall 2024 and Fall 2025.
- d. Pursuant to Article 33.41, Continuing Appointment-track Veterinarians will complete the annual progress towards Continuing Appointment process in Fall 2024 and Fall 2025.
- e. Pursuant to Articles 21.69(b), 28.65(b), and 33.62(b), Contractually-Limited Members will have an annual Performance Review in Fall 2024 and Fall 2025.
- f. A Member may write a letter to the Provost by August 15, 2024 that details their accomplishments in the 2022-2024 review period. The Provost will provide a written response to each letter, which Members may choose to include in their Official File. In preparing responses to these letters, the Provost may seek input from Deans. Neither the Department nor the College T&P Committee will be asked to review Members' letters or the Provost's responses to them. No other Member will be involved in reviewing a Member's letter to the Provost after its submission, and the Provost's response shall be a private communication to the Member. Raters will not be assigned.

- g. Faculty members will not be disadvantaged in the future for either the inclusion or exclusion of a Provost response letter in the Official File.
- h. No Tenure-track Member's application for Tenure and no Continuing Appointment-track Member's application for Continuing Appointment will be disadvantaged by the absence of a Performance Assessment rating.

## **2. Changes to LOU 20 – Optional 4-year Assessment Cycle**

- a. In Fall 2028, after the 2026 Performance Assessment process, notwithstanding Articles 21.19.4, 21.65, 28.17.5, 28.61, 33.17.2, and 33.62, a Member with Tenure or Continuing Appointment who has received an overall Assessment of “Good,” “Very Good,” or “Outstanding” in the most recent Performance Assessment process may choose to receive neither a Performance Assessment nor a Performance Increment in the next Biennial Year Performance Assessment process. For clarity, the performance increment pool shall be established as per Article 53.11, no matter how many Members opt out of the Performance Assessment process. Members receiving “Very Good” will receive a maximum of two (2) times the Performance Increment. Members receiving “Outstanding” will receive a maximum of three (3) times the Performance Increment. Funds remaining in the performance increment pool will be carried over into the next performance assessment cycle. A Member's choice not to receive a biennial Performance Assessment shall play no negative role in future Performance Assessments or Promotion considerations.
- b. It is agreed and understood that section two applies to the 2026 and 2028 biennial review cycles and therefore survives the expiry of the 2024 Collective Agreement with as yet unknown duration.

The changes above shall apply *mutatis mutandis* for Librarians and Veterinarians Performance Review.