

MEMORANDUM OF AGREEMENT

- Between -

TRENT UNIVERSITY (hereinafter referred to as "the University")

- And -

Canadian Union of Public Employees
(hereinafter referred to as "the Union")

RE: COVID-19 Related Issues

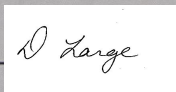
Whereas, the University will be proceeding with a multi-access fall 2020 term wherein the majority of courses will be delivered through remote learning;

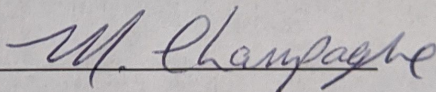
Therefore, the parties agree to the following terms and conditions without prejudice or precedence;

1. CUPE Unit 1 members who are appointed to at least one Course Instructor position in the 2020 Fall or Winter term who complete the Professional Learning "Going the Distance: Issues, Ideas and Tools for Designing and Teaching a Remote Course" will be compensated 10 hours at the Marker/Grader rate (\$21.58). Persons requiring accommodations to complete the training in more than 10 hours shall be compensated for those hours subject to medical documentation.
2. In order to be eligible for compensation as described in 1 above, Course Instructors must complete all parts of the "Going the Distance: Issues, Ideas and Tools for Designing and Teaching a Remote Course" training in, asynchronous or synchronous format or some combination thereof. Course Instructors with prior knowledge equivalent to the content covered in "Going the Distance" will be permitted to take other Professional Learning training provided by the University, subject to approval by their Dean, and at the same rate of compensation.
3. If a CUPE Unit member elects to participate in more Professional Learning training beyond the 10 hours of compensation, they may do so. Compensation may be approved by the dean but is not guaranteed.
4. CUPE Unit 1 members who return to campus to perform duties will be required to complete a mandatory return to campus training module. Unit 1 members completing this training will be compensated 1 hour at the Marker/Grader hourly rate. Graduate Teaching Assistants will have this mandatory training session included as part of the allocation of work duties and will not receive additional compensation. Persons requiring accommodations to complete the training in more than 1 hour shall be compensated for those hours subject to medical documentation.

5. CUPE Unit 1 members will be required to provide proof of completion for "Going the Distance: Issues, Ideas and Tools for Designing and Teaching a Remote Course" training and mandatory return to campus training module to the appropriate Deans office in order to receive this compensation as part of their next bi-weekly pay. The employer will provide members with proof of completion for all training hours completed via email.
6. Consistent with Article 5.08.03g of the Collective Agreement, members holding RFR for an in-person course will be offered the opportunity to teach a remote version of the same course provided they identify that they have the technical skills to do so in their application. Where possible, departments will seek clarification of qualifications of members with RFR for the course in question.
7. Evaluations for the purposes of obtaining RFR in remotely delivered courses will be considered as though they were in person courses.
8. The University will provide CUPE members access to Remote Teaching Support Teams to prepare for, and teach, remote courses.
9. CUPE members will have access to Trent Licensed software programs that are required for remotely delivered courses.
10. There will be limited hardware devices such as laptop computers, headsets and webcams available to CUPE members. Members who require hardware to teach remotely are to contact their Dean's office for requests to be prioritized.
11. Where CUPE Unit 2 members are working in Unit 1 positions, the employer shall uphold the conditions stipulated for Unit 1 members above.

Signed on this 23rd day of June, 2020

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(On behalf of the University)

_____  _____
(On behalf of the Union)