Annual Report and Use of Teaching Evaluations

(Article 12.06)

Collective Agreement
Between
Brock University
And the
Brock University Faculty Association (BUFA)

- a) Faculty members have the right and responsibility to submit an Annual Report to the appropriate Dean detailing their professorial activities and accomplishments with respect to teaching, research, and service during the preceding year (May 1 to April 30). An up-to-date *curriculum vitae* will be submitted with the Annual Report.
- b) When reporting on research, scholarship and creative activities and efforts at generating research funds, the faculty member shall have the responsibility, upon request, to indicate the nature and relevance of these activities to his/her professorial responsibilities.
- c) When reporting on teaching, faculty members shall provide information about their teaching during the evaluation period by means of student evaluations and, if desired by the member, additional information as described in Article 21.11 (a) (Promotion and Tenure Provisions for Full-time Faculty). The Parties agree that no single measure provides complete information about teaching quality and effectiveness. Therefore, when assessing teaching quality and effectiveness, Deans shall ensure that all evidence provided by the member is evaluated in the full context of available information.
- d) The Parties agree that student course evaluations are not public documents and are the property of the instructor. The Parties further agree that the results of student course evaluations shall be made available by members to their Deans during the Annual Review process and other processes as provided for in this Agreement as a source of information about teaching quality and effectiveness.
- e) The Parties agree to review together during the life of this Agreement, under the auspices of the Joint Committee on the Administration of the Agreement (JCAA), the validity, interpretation, and use of student evaluations of teaching in assessing the quality and effectiveness of teaching as required in this Agreement.

Outside Activities

(Article 12.09)

The nature of the professional competence of many faculty members affords opportunities for the exercise of that competence outside the member's University duties, on both remunerative and non-remunerative bases.

Recognizing that such outside professional activities can bring benefits to and enhance the reputation of the University and the capacities of faculty, the Parties agree that faculty members have the right to engage in part-time outside activities paid or unpaid, providing that such activities do not interfere with their obligations, duties and responsibilities as full-time employees of the University, and subject to the following conditions:

- a) faculty members are encouraged to include information about relevant outside professional activities which may bring credit to themselves and/or to the University in their Annual Reports, but since these activities are undertaken in addition to the faculty members' responsibilities to the University, they are not required to do so;
- b) if the time commitment to those activities is such as to interfere with the fulfillment of his/her duties and responsibilities to the University, the Dean may require the individual to reduce such activities appropriately, or seek a reduced load or leave without pay;
- c.) any faculty member engaging in a substantial amount of paid or unpaid outside professional activities shall discuss these activities with the Dean to ensure that it is mutually agreed that these activities are not in conflict with the faculty member's professional responsibilities to the University, as set out above and in Article 24 (Workload for Faculty Members);
- d) when a faculty member's outside activities involve the use of University facilities, supplies or services, permission for the use of such facilities, supplies or services, and agreement on reimbursement, if appropriate, shall be obtained in advance by the member from his/her Chair, Dean or his/her designate.