

**ARTICLE 32**  
**REAPPOINTMENT AND PROMOTION OF ADJUNCT MEMBERS**

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**32.1 Reappointment of Term Adjuncts**

32.1.1 No Adjunct Member shall be denied reappointment for reasons that are contrary to this Agreement, nor solely to prevent an individual from becoming eligible for reappointment or appointment as a Continuing Adjunct.

**32.2 Specific Right of Reappointment for Term Adjuncts**

32.2.1 A Term Adjunct who has taught one or more half (0.5) course(s) at Queen's as an Adjunct at least two (2) times over a minimum of two (2) consecutive academic years shall be offered reappointment to teach the same specific course(s) in subsequent academic years, provided there is a record of good teaching per Article 29 (Evaluation) and satisfactory performance of assigned duties, based on at least two (2) evaluations per Article 28, unless

- (a) the course or course-section is being assigned to a Tenure-track/Tenured Member; a Continuing Adjunct; a Term Adjunct with a General Right of Reappointment; or a Teaching Fellow who would not otherwise have an opportunity to teach as part of their graduate education;
- (b) the course or course-section is not being offered;
- (c) the Term Adjunct's Right of Reappointment has expired per Article 32.3.6.1; or
- (d) the Term Adjunct has lost his/her Right of Reappointment per Article 32.3.6.2.

32.2.2 In a case where Article 32.2.1 (a) or Article 32.2.1 (b) applies

- (a) the Unit Head shall inform the Term Adjunct with the Right of Reappointment in writing of the reason(s) reappointment is not offered, and shall provide him/her with the opportunity to indicate his/her interest in teaching a section of the course should Article 32.2.1(a) or Article 32.2.1(b) not apply to a section or sections of a course in a subsequent academic term or academic session;
- (b) the Term Adjunct shall maintain his/her Right of Reappointment, provided that he/she

- i. indicates to the Unit Head in writing his/her interest in

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teaching a section of the course in the future;

- ii. keeps the Unit Head informed in writing of any change in the Term Adjunct's mailing address, e-mail address, or telephone number; and
- iii. does not lose his/her Right of Reappointment per Article 32.3.6.2 or his/her Right of Reappointment does not expire per Article 32.3.6.1.

32.2.3 In the event that more sections of a course are offered than a Term Adjunct has a Right of Reappointment to teach, the Term Adjunct is not deemed to have a Right of Reappointment to any of the additional section(s) that may be offered. A Term Adjunct with a Specific Right of Reappointment may be appointed to teach additional sections without posting.

32.2.4 In cases where two or more Term Adjuncts have earned a Specific Right of Reappointment but fewer course-sections of the relevant course than applicants are available, the following shall apply:

- (a) The Term Adjunct who has taught the course most often as an adjunct at Queen's shall be appointed, provided that she/he has taught the course at Queen's within the past five (5) academic years and has a record of good teaching per Article 29.
- (b) If two or more Term Adjuncts have taught the course an equal number of times as an adjunct at Queen's, the Term Adjunct who has taught the course most recently shall be appointed provided that she/he has a record of good teaching per Article 29.
- (c) If two or more Term Adjuncts have an equally long record of teaching that course as an adjunct at Queen's, and have taught the course equally recently, and both have a record of good teaching per Article 29, the Term Adjunct who has a superior record of teaching that course per Article 29 shall be appointed.

**32.3 General Right of Reappointment for Term Adjuncts**

32.3.1 A Term Adjunct who has served three (3) or more consecutive years as a Term Adjunct at Queen's University and whose years of service multiplied by the cumulative total of the full-course equivalents they have successfully taught in that period equals twelve (12) or more shall be granted a general (i.e. not course

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specific) reappointment of not less than 2 years and not more than 3 years duration, subject to the provisions of Article 32.1.2. The general right of reappointment shall be to a teaching load equal to the full-time equivalents to which he/she has earned a specific right of reappointment.

32.3.2 A Term Adjunct faculty Member who is eligible for reappointment per Article 32.3.1 or Article 32.1.2.2 shall not be reappointed if

- (a) the Member has been dismissed for cause or suspended for cause without pay for at least one (1) month; or
- (b) a financial exigency has been declared pursuant to Article 38.

32.3.3 A Term Adjunct faculty Member who is eligible for reappointment per Article 32.3.1 or Article 32.1.2.2, shall be reappointed provided there is a record of good teaching and satisfactory performance of other assigned duties, unless

- (a) the Member's teaching or other assigned duties are being assigned to a Tenure-track/Tenured faculty Member or to a Continuing Adjunct faculty Member, or the courses which the Member is qualified to teach are not being offered and/or the assigned duties are to be discontinued; and
- (b) there are no other courses offered that the Member is demonstrably qualified to teach.

32.3.4 **Procedures for Reappointment of Adjuncts with a General Right of Reappointment**

32.3.4.1 The Unit Head shall inform all Term Adjunct faculty Members who will become eligible for reappointment pursuant to Article 32.3 in writing of their eligibility to be considered for reappointment, no later than the first day of the Term prior to the Term in which s/he becomes eligible for a General Right of Reappointment in which they will become eligible. At that time the Unit Head shall also advise the Member that she/he may submit relevant material for consideration by the Adjunct Appointments Committee, including student evaluations, course outlines, material from colleagues or other referees, and materials relevant to the issue of the courses or services within the Unit that the Member is demonstrably qualified to teach or to provide (in addition to those courses and services for which the Member had been appointed in Unit in the past).

32.3.4.2 Within 30 days, a Member notified under Article 32.3.4.1, must indicate to the Unit Head in writing that he/she will consider a new term of appointment, and submit any

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materials pursuant to Article 32.3.4.1 that he/she wishes considered by the Adjunct Appointments Committee.

32.3.4.3 As soon as practicable after receiving the Member's application, the Unit Head shall

- (a) inform the Adjunct Appointments Committee, as defined in Article 30.2, of the Member's application for reappointment;
- (b) make available to the Adjunct Appointments Committee the Member's Official File (including Member's Appointment Reports and teaching evaluations); and
- (c) make available to the Adjunct Appointments Committee the Member's materials submitted pursuant to Article 32.3.4.1.

32.3.4.4 The Adjunct Committee shall review the file for the purpose of determining if the Member has a record of good teaching and satisfactory performance of assigned duties, and to assess which courses and services the Member is demonstrably qualified to offer in the Unit. If a course or service is one which the Member has previously taught or provided with satisfactory assessment, it shall be presumed that the Member is demonstrably qualified to teach or provide it.

32.3.4.5 If the Adjunct Committee is satisfied that the Member has a record of good teaching and satisfactory performance of assigned duties, the Committee shall recommend reappointment to the Unit Head and indicate to the Unit Head by within six (6) weeks of the Committee receiving the Member's application the courses and services the Member is demonstrably qualified to offer in the Unit.

32.3.4.6 In the case of an emerging negative recommendation from the Adjunct Committee, the Unit Head shall inform the Term Adjunct as soon as possible, with reasons, and provide the Adjunct with ten (10) working days to provide relevant new material for consideration by the Committee.

32.3.4.7 In the case of a positive recommendation from the Adjunct Committee, the Unit Head shall recommend reappointment unless

- (a) the Unit Head, in reviewing the Unit's plans for the upcoming year, determines that the course(s) taught and/or duties performed by the Member will be discontinued or re-assigned and there are no other courses offered or services needed in the Unit for which the Member is demonstrably qualified; or

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- (b) the Unit Head is not persuaded that the Member has a record of good teaching and satisfactory performance of assigned duties, in which case the Unit Head shall meet with the Committee to discuss his/her concerns. If the Unit Head and Committee cannot agree on a recommendation, the Dean shall decide the matter.

32.3.4.8 In the case of a positive recommendation from the Committee and the Unit Head (if applicable), the Dean shall reappoint the Member as soon as possible and no later than the last day of the Term prior to the Term in which s/he becomes eligible for a General Right of Reappointment. The appointment letter shall state the terms of the reappointment, specifying the length of appointment in accordance with Article 32.3.1 and the duties for the first year of the appointment, and it shall give an indication of expected duties for subsequent years, if applicable.

32.3.4.9 In the case of a negative recommendation, the Dean shall inform the Member in writing of the decision, with reasons, as soon as possible and no later than the last day of the Term prior to the Term in which s/he becomes eligible for a General Right of Reappointment.

**32.3.5 Bumping Rights for Term Adjuncts with a General Right of Reappointment**

32.3.5.1 In cases where two (2) or more Term Adjuncts may be demonstrably qualified to teach a course or courses which they have not previously taught, or to provide service which they have not previously provided, and the assignment of the course or courses or service is necessary for reappointment of at least one (1) of the Term Adjuncts, the Unit Head shall notify the Members and the Adjunct Appointments Committee. The Unit Head shall seek the recommendation of the Committee on the respective qualifications of the Term Adjuncts prior to assigning the course or courses or service and prior to determining the issue of reappointment.

32.3.5.2 In cases where two (2) or more Term Adjuncts have a right of reappointment, but fewer courses than equally qualified applicants are available, the following shall apply:

- (a) The Term Adjunct with the longest record of employment as an Adjunct in the Bargaining Unit shall be appointed.
- (b) If two (2) or more Term Adjuncts have equally long records of employment as Adjuncts in the Bargaining Unit, the Adjunct who has most recently taught the course(s) to be assigned most recently shall be appointed.

**32.3.6 Expiration or Loss of Specific or General Right of Reappointment**

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- 32.3.6.1 A Term Adjunct's Specific or General Right of Reappointment shall expire if:
- (a) the Term Adjunct has indicated that he/she does not wish to maintain his/her Right of Reappointment (on a per course-section basis), and made such indication in writing to his/her Unit Head; or
  - (b) despite reasonable efforts, the Term Adjunct cannot be contacted at the last mailing or e-mail address or telephone number provided in writing to the Unit Head by the Term Adjunct; or
  - (c) the Term Adjunct has not taught, as an Adjunct, the course for which he/she has a Right of Reappointment for five (5) consecutive academic years.
- 32.3.6.2 A Term Adjunct shall lose his/her Specific or General Right of Reappointment if he/she
- (a) has been dismissed for cause or suspended for cause without pay for at least (1) month; or
  - (b) does not meet the standard of good teaching and satisfactory performance of assigned duties as measured by an evaluation per Article 29; or
  - (c) has been disciplined at another institution for fraud or misconduct in academic activity (following the conclusion of the grievance process at that institution).
- 32.3.6.3 A Member with a Specific or General Right of Reappointment who declines a Term Adjunct appointment to teach a course or course-section for which he/she has a Right of Reappointment in order to undertake activities that will maintain or enhance the quality of the Member's scholarship and teaching, or to enable the Member to undertake other outside activities related to his/her scholarship and teaching, or to meet family obligations, shall maintain his/her seniority for purposes of Article 32.2.2.4, provided that
- (a) the Member has notified the Unit Head in writing of the Member's reason for not accepting the available appointment;
  - (b) the Unit Head has approved the Member's reason, and has so indicated to the Member in writing; and
  - (c) the period of non-appointment does not exceed twelve (12) consecutive months.

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32.3.6.4 A period of non-appointment per Article 32.2.3.3 does not count towards the years outlined in Article 32.2.3.1(c) that are used to determine expiration of Specific or General Right of Reappointment.

32.3.6.5 A Post-Doctoral Fellow shall not accrue a Specific or General Right of Reappointment for any courses or course-sections taught while holding an appointment as a Post-Doctoral Fellow at Queen's University.

32.3.6.6 For the purposes of this Agreement, prior teaching of a course as specified in Article 32.2.2.1 shall date from May 1, 2000.

**32.4 Continuing Adjunct Appointment**

**32.4.1 Eligibility for a Continuing Adjunct Appointment**

32.4.1.1 A Member with a minimum of six (6) years of consecutive service as a faculty Member in the Bargaining Unit and whose years of service multiplied by the cumulative total of the full-course equivalents s/he has successfully taught in that period equals seventy-two (72) or more may apply for a Continuing Adjunct appointment.

**32.4.2 Criteria for Continuing Adjunct Appointment**

32.4.2.1 A Continuing Adjunct appointment as defined in Article 25.2.3.2 shall be granted when there is clear evidence of demonstrated professional growth and the promise of future development as reflected in the following:

- (a) A record of very good teaching and clear evidence of a commitment to academic and pedagogical excellence; and
- (b) A record of high-quality performance in other areas defined in the letter of appointment.

32.4.2.2 In order to be granted a Continuing Adjunct appointment as defined in Article 25.2.3.2, the Member must show that the evidence favours granting a Continuing Adjunct appointment.

**32.4.3 Procedures for Continuing Adjunct Appointment**

32.4.3.1 The Renewal/Tenure/Promotions Committee as defined in Article 30.2 shall make recommendations on all Continuing Adjunct appointment applications.

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32.4.3.2 With the exception of the Committee responsible, the procedures for the appointment of Continuing Adjuncts shall follow those set out in Article 32.3.4.

**32.4.4 Course Load Entitlement for Newly Appointed Continuing Adjuncts**

32.4.4.1 Members appointed as Continuing Adjuncts shall be entitled to a course load of no less than the higher of

- (a) the average number of half courses per year he/she has taught in all years used in calculating eligibility for a Continuing Adjunct appointment, or
- (b) the average number of half courses per year he/she has taught in the last three (3) years.

32.4.42 A Continuing Adjunct Member's workload and FTE may be renegotiated by agreement between the Member and the Unit Head, and subject to the approval of the Dean.

**32.5 Promotion for Adjunct Faculty**

32.5.1 The Renewal/Tenure/Promotion Committee as defined in Article 30.2 shall make recommendations on all Adjunct promotion applications.

32.5.2 The procedures set out in Articles 30.7 through 30.17 shall apply mutatis mutandis to the promotion of Continuing Adjuncts.

32.5.3 Any Term Adjunct who was initially appointed with the rank of Lecturer because s/he had not yet obtained his/her Ph.D. shall be appointed with the rank of Assistant Professor upon obtaining this degree without the need to apply for promotion under this Article.

32.5.4 A Continuing Adjunct who has held an adjunct appointment at the University for a minimum of twelve (12) consecutive years (excluding service as an Adjunct I and as a Sessional Adjunct) and who has been promoted to the rank of Professor in accordance with the provisions of Article 30 and Article 32 shall be granted a full-range Tenured appointment with the rank of Professor.

32.5.5 For all purposes of service and continuity, an eight (8) month Term Adjunct contract shall be viewed as a one (1) year contract. A period of authorized leave shall neither break nor be counted as part of such consecutive service. Furthermore, one (1) gap in membership in the Bargaining Unit of not more than twelve (12) months due to lack of work shall be treated as authorized leaves for the purposes of this Article.

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SIGNED: APRIL                   , 2008

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Jim Vair (Chief Negotiator)  
for the University

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Marvin Baer (Chief Negotiator)  
for QUFA