



## **Memorandum of Agreement**

Between

The Governors of the University of Calgary  
(the “Governors”)

And

The Graduate Students’ Association of the University of Calgary  
(the “GSA”)

## **Collective Bargaining**

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This Memorandum of Agreement represents the agreement made between the parties, subject to ratification.

- 1) Term of the collective agreement: May 1, 2020 – December 31, 2022
- 2) The parties agree to amend the Contact Information Page as reflected in Appendix A.
- 3) The parties agree to amend Article 2.2 as reflected in Appendix B
- 4) The parties agree to amend Article 5.1 as reflected in Appendix C
- 5) The parties agree to amend Article 5.3 h) as reflected in Appendix D
- 6) The parties agree to amend Article 14.2 as reflected in Appendix E
- 7) The parties agree to 0% across the board wage increases for the length of this collective agreement.

- 8) The parties agree to implement “1/12<sup>th</sup> Appointment - Letter of Understanding” as reflected in Appendix F.
- 9) The parties agree to implement “Re: Graduate Assistant (Research) Appointments in Business and Administrative Units” as reflected in Appendix G
- 10) The parties agree to various housekeeping, grammatical and formatting changes to the collective agreement.

For the Governors:

For the GSA:

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Florentine Strzelczyk  
Principal Negotiator, Deputy Provost

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Brit Paris  
Principal Negotiator, Chair – Labour  
Relations Committee

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Date

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Date

## Appendix A

For information or interpretation contact:

Academic Relations  
Human Resources and Provost's Office (403) 210-6967  
Email: [gsahr@ucalgary.ca](mailto:gsahr@ucalgary.ca)

Labour Relations Committee Chair Graduate Students' Association Room 1030, Earth  
Sciences Building (403) 220-5133  
Email: [lrc.gsa@ucalgary.ca](mailto:lrc.gsa@ucalgary.ca)

### Contact information Page

For interpretation information, contact the HR Advisor, Academic in your faculty:

To locate your HR Advisor, Academic, please refer to the directory on our UCalgary HR website: <https://www.ucalgary.ca/hr/contact-us/hr-partners-and-advisors>

For questions related to submitting template-based hires, please contact the Integrated Service Center:

Phone: 403.220.5611

Email: [scmhelp@ucalgary.ca](mailto:scmhelp@ucalgary.ca)

Website: <https://www.ucalgary.ca/finance/our-team/integrated-service-centre>

To contact the Graduate Students' Association:

Phone: 403.220.5997

Email: [lrc.gsa@ucalgary.ca](mailto:lrc.gsa@ucalgary.ca)

Main Campus Walk-in: Room 1030, Earth Sciences Building

## Appendix B

### ARTICLE 2: RECOGNITION

2.1 The Board recognizes, in accordance with the Post-Secondary Learning Act, that the GSA has the exclusive authority, on behalf of graduate students, to negotiate and enter into an agreement with respect to the employment of Graduate Students with the Board.

2.2 Only Graduate Students may receive appointments under this Collective Agreement.

In the event that a Graduate Student receives a Graduate Assistantship during the final term of his/her program, the assistantship may continue until the end of the term in which the student has successfully completed the final oral examination or exit requirements. **The ability to hold a Graduate Assistantship may be impacted by a suspension or leave of absence.**

## Appendix C

### 5.1 CATEGORIES OF APPOINTMENT

A Graduate Assistantship is provided to assist a Graduate Student to pursue his/her studies toward a graduate degree. Departments appoint Graduate Assistants to perform work related to areas of a department's academic discipline. There are three categories of assistantship: Graduate Assistant (Teaching), Graduate Assistant (Non-Teaching) and Graduate Assistant (Research).

Graduate Assistantship duties shall not include routine duties commonly associated with secretarial, clerical, technical or administrative work not directly related to the Graduate Assistant's teaching or research duties.

**Graduate Assistants are not responsible for investigating plagiarism or violations of academic integrity.**

## Appendix D

### 5.3 h) Training

If mandatory training time or orientations are required for the purposes of the Graduate Assistantship, it will be included toward fulfillment of the Graduate Assistant's hours for the period of the Graduate Assistantship.

A Graduate Assistant (Teaching) and Graduate Assistant (Non-Teaching) in full-time Graduate

Assistantships may opt for additional professional development and will be permitted to use one (1) hour of their Graduate Assistantship for professional development, subject to the approval of the professional development by the Department Head or equivalent.

**One (1) hour of professional development may be included as part of the GAR contract at the discretion of the Researcher if requested by the Graduate Assistant.**

## Appendix E

### 14.2 Composition of the Negotiating Committee

Each Party to the negotiations shall name of no more than ~~three (3)~~ **four (4)** members to its negotiating committee. The Dean of the Faculty of Graduate Studies will participate as a resource to both sides.

LETTER OF UNDERSTANDING

Between:

The Governors of the University of Calgary  
(the "Governors")

-and-

The Graduate Students' Association  
of the University of Calgary  
(the "GSA")

**Re: 1/12<sup>th</sup> Appointment for Graduate Assistants (Teaching) and Graduate Assistants (Non-teaching)**

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WHEREAS, from time to time, a need may arise for an appointment in the GA(R) or GA(NT) category that is shorter than the 1/6<sup>th</sup> appointment that currently exists;  
The Parties hereby agree:

1. On a trial basis, for the length of the current collective agreement, a new level of appointment shall be created as follows:

	Level of Appointment	Scholarship	Salary	Total
May 1, 2020 - December 31,	One-twelfth	370.60	370.60	741.20

Appointment	Normal hours of work/period
One-twelfth	17

2. This appointment is not meant to replace longer term appointments but rather to allow for greater flexibility in offering short term assignments to graduate students.
3. All 1/12 appointments will be reviewed on a quarterly basis by the Joint Committee established under Article 12 of the collective agreement to determine the continuing viability of the appointment and any possible instances of misuse.
4. This letter of understanding will expire on December 31, 2022



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On behalf of the Governors:  
Dru Marshall, Provost and VP (Academic)

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Date

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On behalf of the Association:  
Brit Paris, Chair - Labour Relations  
Committee

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Date

## Appendix G

### LETTER OF UNDERSTANDING

Between:

The Governors of the University of Calgary  
(the "Governors")

-and-

The Graduate Students' Association  
of the University of Calgary  
(the "GSA")

### **Re: Graduate Assistant (Research) Appointments in Business and Administrative Units**

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The Parties hereby agree to the following:

1. Business and Administrative Units may hire into the Graduate Assistant (Research) appointment without the funding restriction contained in Article 5.1 c).
2. The parties agree to assess and evaluate these appointments during the Joint Committee meetings and to prepare an annual report on their use.

This Letter of Understanding will expire on December 31, 2022.

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On behalf of the Governors:  
Dru Marshall, Provost and VP (Academic)

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On behalf of the Association:  
Brit Paris, Chair - Labour Relations  
Committee

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Date

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Date