

MEMORANDUM OF UNDERSTANDING

between

**THE BOARD OF GOVERNORS OF MOUNT ROYAL UNIVERSITY
("The Board")**

and

**THE MOUNT ROYAL FACULTY ASSOCIATION
("The Association")**

Re. the implementation of changes to Article 12

This Memorandum of Understanding (MOU) sets out the terms and timelines for the implementation of changes to Article 12.

1. Effective date

- i. The new provisions in Article 12 shall take effect on July 1, 2026.
- ii. Preparatory measures and implementation shall occur during a transition period, which shall run from July 1, 2026 to June 30, 2028.
- iii. This MOU shall expire on June 30, 2028 and be removed from the Collective Agreement.

2. Transition to biennial performance review

2.1 Final annual review

- i. The last annual report submitted by Employees in the F180 Annual Reporting System shall be in Fall 2025.
- ii. The final annual review process of Tenured and Permanent Employees shall be completed during the 2025/26 Academic Year, following the provisions of the July 1, 2020 – June 30, 2024 Collective Agreement.

2.2 Biennial review implementation

- i. Effective July 1, 2026, Tenured and Permanent Employees shall transition to a two-year review cycle per the updated provisions of Article 12 of the July 1, 2024 – June 30, 2028 Collective Agreement.
- ii. Tenured and Permanent Employees subject to review in consecutive years during the transition period shall receive guidance on how their performance during the transition will be evaluated to ensure fairness and consistency.
- iii. In the non-review year during the transition period, Tenured and Permanent Employees shall submit an updated CV to the Dean with a copy to the Chair by the first Tuesday in September, as specified in Article 12.1.2 of the July 1, 2024 – June 30, 2028 Collective Agreement.

3. Development of the Faculty Activity Report template

- i. A Joint Committee shall be established within 30 Days of the signing of the July 1, 2024 – June 30, 2028 Collective Agreement.
- ii. The committee shall be composed of three representatives appointed by the Board and three representatives appointed by the Association.
- iii. The committee shall:
 - Refine the Faculty Activity Report template, ensuring alignment with Article 12.2.3.
 - Arrange pilot testing of the Faculty Activity Report template with Deans, Vice-Deans, and a representative sample of Full-time Employees, including Tenurable and Tenured Employees, Senior Lecturers, and Laboratory Instructors.
 - Review feedback from the pilot participants and propose any necessary modifications to the Faculty Activity Report template.
 - Within 60 Days of the committee’s establishment, recommend the finalized Faculty Activity Report template to the Provost and Vice-President, Academic and the President of the Association for approval in accordance with Article 12.2.1.

4. Training

- i. Once the Faculty Activity Report template has been approved, at least two joint orientation sessions shall be held by the Board and the Association to introduce the new provisions of Article 12. There shall be one session in May 2026 and one in August 2026.

5. Oversight

- i. The Joint Committee shall remain active for the duration of the transition period to address any emerging concerns, evaluate progress, and recommend adjustments as needed.

Jonathan Withey
Chair, Negotiating Committee
Board of Governors

Guy Obrecht
Chair, Negotiating Committee
Mount Royal Faculty Association

29 September 2025