

Letter of Understanding
Between St. Francis Xavier University (hereafter referred to as the University)
And
St. Francis Xavier Association of University Teachers (hereafter referred to as the StFXAUT)

Background

Section 7 of Article 1.21 of the *Collective Agreement* (expires June 30, 2019) was revised.

Agreement

SECTION 7

ARTICLE 1.21 DISCIPLINE


7.0 Where the allegation of a disciplinary nature has been made against a Member, the Academic Vice-President and Provost or designate shall:

- a) Be encouraged to resolve a complaint through informal discussions;
- b) initiate an investigation into the matter where there is no informal resolution to a complaint; however all informal discussions are to be considered confidential and without prejudice. They will not be relied on by any party at arbitration if the matter is not resolved.
- c) maintain appropriate documentation;
- d) notify the Member in writing, with a copy to the Association, that an investigation is being conducted into allegation or an incident and provide the Member with information regarding the nature of the allegations or description of the incident;
- e) meet with the member and/or the Association within ten (10) working days of the notice referred to in (d) above, to review the details of the allegation (s) /incident, as they are known to that point, and to provide the Member with the opportunity to present his or her responses and attempt to resolve the matter in a manner acceptable to all concerned;
- f) provide the Member with a further seven (7) working days from the date of the meeting referred to in (e) above to present his or her responses to all evidence, to correct any misunderstandings;
- g) meet with the Member and/or the Association to provide its decision if discipline is warranted. The Member may propose a means to resolve the matter in a manner acceptable to all concerned.

Signed in Antigonish, Nova Scotia this 12 th day of March, 2018



Dr. Mary Oxner
For the StFXAUT



Dr. Kevin Wamsley
For the University