

## **Memorandum of Agreement (MoA)**

**between**

Association of Part-Time Professors of the University of Ottawa (The Association)

**and**

University of Ottawa (The University)

---

### **ARTICLE 5.2.2.1 (DFR)**

This Memorandum of Agreement is rendered following an Arbitration Award and the interpretation between the parties:

1. The member will be paid one hundred and fifty dollars (\$150) for grading course work directly related to the assignment of a final grade of DFR for one or more students in a course;
2. Every effort will be made to administer a DFR - related exam to all approved students at the same time and delivered on the same date;
3. DFRs shall normally be administered no later than sixty (60) days following the end of the semester in which the course took place. The member is responsible for grading the work or examination, and submitting the final grade no later than ten (10) working days after the DFR is administered;
4. More than one payment cannot be claimed, for the same work, notwithstanding the number of students taking the DFR;
5. In addition of the payment describe in paragraph 1, an additional payment of one hundred and fifty dollars (\$150) will be accorded if a member must prepare and grade a new supplemental examination to be prepared for the same course under the following conditions;
  - a. Prior approval, in writing, of the appropriate authority;
  - b. Such approval will not to be unreasonably withheld;
  - c. The new exam must be substantially different from the one already taken by the group or class;
  - d. The new exam must have a value of at least twenty-five percent (25%) of the final mark;
6. The payment of any DFR-related compensation will be processed automatically by the academic unit and payment shall normally be made within thirty (30) working days of receipt of all DFR-related marks.

Except for the matters specifically settled herein, all parties reserve their rights under the collective agreement, including the implementation of this Memorandum.

All outstanding grievances under article 5.2.2.1 are subject to the implementation of this Memorandum and will be subsequently withdrawn upon payment where necessary.

This Agreement is being entered into without prejudice and does not create precedent for the Association or the University.

This Memorandum shall be in force until the ratification of a new collective agreement after the expiry of the 2018-2021 collective agreement or its renewal.

*Michelle Sultan*

Michelle Sultan – Senior Advisor Labour Relations  
University of Ottawa

*May 12, 2021*

Date



Jean-Sébastien Daoust, Administrative Director  
APTPUO

14 mai 2021

Date