

## **New Appendix – Post-Doctoral Visitors (YUFA)**

### **1. Scope:**

- i. The following Appendix applies to appointments designated in the selection procedure as Post-Doctoral Visitors (YUFA). Such appointments must have prior agreement by the hiring unit and the associated Dean.
- ii. The initial agreement for such appointments is for the Department of Mathematics and Statistics, Faculty of Science and Engineering. Other units will be able to make appointments on agreement of the Dean and the unit, tabled at JCOAA. (Other units could be added during negotiations.)
- iii. Where a unit is covered by this Appendix, other appointments (e.g., shorter term appointments) as Post-Doctoral Visitors (YUFA) may still be made outside of this Appendix. YUFA will receive a copy of the appointment letters for each appointment which is covered by this Appendix.
- iv. Approval to hire in such a position is conditional upon agreement on funding, from sources such as external funding, contributions from research grants of faculty members, resources within the unit budgets, funds appropriate to teaching loads, funds raised externally, etc. The agreement on funding should include an agreement to pay for benefits.

### **2. Appointments:**

- i. Appointments will be for a minimum of two years, a maximum of three years or two years plus an option of a one-year extension by mutual agreement. Appointments will normally run from 1 July to 30 June, but the start date may be varied by mutual agreement of the unit, the Dean and the individual.
- ii. Applicants must have a completed Ph.D. or have only the thesis defense remaining and give strong evidence that the Doctorate will be completed within a maximum of 6 months. The appointment as a Post-Doctoral Visitor (YUFA) will be conditional upon such a completion. Should the defense be delayed, the individual may hold a 6 month Research Associate appointment, which is converted to a Post-Doctoral Visitor (YUFA) position on proof of a completed defense. The appointment will be terminated after 6 months if the doctorate is not successfully defended.
- iii. There is no expectation of renewal beyond the initial contract, and no renewal in this status beyond a total of 3 years. There is no restriction on such visitors applying for other positions within YUFA for which they are qualified, but no rights to an interview or an appointment within such competitions.
- iv. The teaching load for a Post-Doctoral Visitor (YUFA) will be a maximum of 1.0 full course equivalents in an academic year. (This maximum includes both on-load and any overload courses.) This assigned teaching load may be lower, and will be specified at time of appointment, with the option to modify it within this range, by mutual agreement.

### **3. Appointments Process:**

- i. An applicant with major external competitive funding for a minimum of 2 years (either from Canadian sources such as SSHRC, NSERC, or from

international sources) may be appointed under this clause, by agreement with the Dean, and a guarantee of any supplemental funding needed from the unit.

- ii. Other appointments will follow a modified YUFA appointments process, including:
  - a. Advertising at a national and international level.
  - b. Any restrictions on citizenship or immigration status will be included in the advertisement, by agreement of the unit and the Dean.
  - c. The recommendation for an appointment will be made by a collegially appointed committee which will normally work only from written documents including letters of recommendations, including teaching references where teaching is part of the appointment. At the committee's discretion, the selection procedure may include teleconference interview, or any other sources selected by the committee.
  - d. The potential for collaboration with faculty members at York University will normally be an essential criterion – and this will be judged within the collegial appointments process.
  - e. Where substantial funding (\$8,000 or more per year) is to be linked to a funded research program, that field will be listed in the advertisement, and the potential for this particular area of collaboration will have a priority for appointment.
  - f. The process will take measures to avoid conflicts of interest by members of the committee, or the appearance of such conflicts of interest.
  - g. Within the general obligations to be non-discriminatory, and efforts to ensure the advertisement solicits applications from a diverse range of applicants, including designated groups, there are no additional Affirmative Action requirements and no review of recommendations by the Affirmative Action Committee.
  - h. By agreement of the unit, the Dean, and the Affirmative Action Committee, there may be advertisements and selection procedures which are targeted to certain designated groups (e.g., women, aboriginal applicants).

#### **4. Salary & Benefits:**

- i. The starting salary as a Post-Doctoral Visitor (YUFA) will be a minimum of \$40,000 per year and will be specified in the letter of appointment. Any initial appointment as a Research Associate will be at the minimum rate of \$30,000 per year.
- ii. There will be increases in salary for each year, as described in the YUFA Collective Agreement for all YUFA members, but there are no Progress-through-the-Ranks increases.
- iii. Post-Doctoral Visitors (YUFA) will receive the basic benefits (Extended Health, LTD), including family coverage if appropriate, as described in the Post-Doctoral Benefits Program, but will not participate in the Pension Plan.

- iv. Post-Doctoral Visitors (YUFA) will have the right to take credit courses, with a tuition waiver. This right does not extend to their families.
- v. Post-Doctoral Visitors (YUFA) will have access to parental leave either as specified in their external award (if applicable) or as agreed in their letter of appointment.
- vi. Post-Doctoral Visitors (YUFA) will not have access to YUFA Travel Funds, Junior Faculty Research Awards or other benefits, except as specified above or in their letters of appointment.

**5. Rights & Responsibilities:**

- i. Post-Doctoral Visitors (YUFA) are covered by all basic rights and obligations outlined in Articles 1-11 (Preamble, Recognition, Non-Discrimination, Dues Check-Off, Association / Employer Relations, No Strikes / No Lock-Outs, JCOAA, Information, Grievance and Arbitration, Academic Freedom, Professional Responsibilities,) Articles 15-16 (Dismissal for Cause and Discipline), and Articles 22-23 (Personnel Files and Patents and Copyrights).
- ii. In all aspects of their rights under the Collective Agreement, Post-Doctoral Visitors (YUFA) will have the right to grievance under this Collective Agreement.