



Memorandum

Date: 29 July 2009

To: Council of Chairs, Principals, and Academic Directors

From: Stephen Rupp, Vice-Dean, Faculty and Academic Life

Re: Information Request from CUPE 3902

Cc: Arts & Science Business Officers

In the current process of collective bargaining for CUPE 3902 Unit 3, the Union has made a number of information requests related to the members of this unit. Jane Linley has been able to gather most of the information requested from data on file in the Dean's Office. We have, however, received one request that requires information that can only be obtained at the level of individual academic units.

CUPE has asked us to provide them with the number of courses (FCEs) that have been assigned to members of Unit 3 (Sessional Lecturers or Sessional Lecturers II) and then cancelled, for lack of adequate enrolment or other reasons, during the four-year period 2005-06 to 2008-09. In other words, have you hired any members of Unit 3 to teach and then cancelled the courses assigned to them? We do not need any description of the circumstances, but simply a count of the FCE and the number of courses to which these circumstances apply. Please break this information down by academic year.

We would appreciate receiving this information by **August 14** so that we can respond to the Union. Please send the information for your unit electronically to Jane Linley (ej.linley@utoronto.ca) so that she can collate a joint response from Arts and Science.