

# **ALLOCATION AND DISTRIBUTION OF SOCIAL SCIENCE METHODS COURSES AGREEMENT - 2024-2025**

## **Preamble:**

The purpose of this agreement is to outline the process through which Social Science Methods courses will be allocated and distributed to the various eligible disciplines. It will consist of two parts: the first part outlines the allocation of resources process for post generation purposes. This was made necessary by the addition of clause 8-5.09 b) in the 2020-2023 Faculty Collective Agreement, which states that multi-disciplinary courses must count towards the creation of posts. The second part of this agreement will outline the process of distribution of courses to teachers. Additionally, this agreement will specifically outline the distribution of the sections of the Introduction to Social Science (300-101-AB) course that will be delivered in French (hereafter referred to as MTI) due to the requirements of Law 14. The agreement will strive to address the wish of the Social Science Program Committee that Methods Courses be as spread out as possible throughout the disciplines that teach them.

It is understood that these processes will be separate, and that courses that have been allocated to a discipline for the creation of posts may end up being taught by teachers from a different discipline.

***This agreement is for the 2024-2025 academic year, and will be reviewed during that year to make the necessary adjustments, if any.***

## **Definitions:**

- "Methods" shall refer to Introduction to Social Science (300-101-AB), Research and Qualitative Methods (300-221-AB), Quantitative Methods (360-222-AB) and the Social Science Integrative Project (300-303-AB)
- "Eligible disciplines" shall be taken to mean all of 201 – Mathematics (for Quantitative Methods only), 320 – Geography, 330/332 – History/Classics, 340/370 – Philosophy/Religion (including all teachers in the H/P/R department who have been deemed qualified), 350 – Psychology, 381 – Anthropology, 383 – Economics, 385 – Political Science, 387 – Sociology and 401/410 – Business Administration.
- "Non-permanent eligible teacher" shall be taken to mean a teacher who is deemed eligible to teach Methods with a hiring priority in an eligible discipline in the day division at the time when methods are being distributed.
- "Methods Seniority List" shall refer to the list of teachers with priority for Methods courses.

## **Part 1: The Allocation Process (March and April)**

The allocation of Methods resources to eligible disciplines will take place once the allocation of discipline-specific resources has been finalized in Volets 1 and 2, and in Volet 3, Column D, Annex A112 and other releases (if done in time). Once the total number of sections of methods are determined based on the Allocation Process and known FTE then:

**Phase 1)** Methods shall be allocated to each eligible discipline (if necessary) to ensure that each discipline's total allocation (including allocation that is not post generating) is enough to cover all of the discipline's permanent teachers.

**Phase 2)** Methods shall then be allocated to each eligible discipline as long as there are enough methods courses to ensure that every discipline receives at least 1 FTE of methods.

**Phase 3)** The College in consultation with JACFA will proceed to calculate how many FTEs of Methods courses are still unallocated.

**Phase 4)** Methods shall then be allocated to eligible disciplines based on how much is needed to create a new post, prioritizing disciplines who have only received 1.000FTE of Methods in Phases 1) and 2), and starting with the discipline that needs the least. In cases where multiple disciplines require a similar amount of allocation to create a post, seniority of the affected faculty will be taken into consideration. A discipline cannot get more than one post in this phase of the process.

For the 2024-2025 academic year, the parties agree to stop the allocation of resources in phase 4) up to approximately three quarters of the resources calculated in phase 3) have been allocated. This is a transition measure – the parties will analyze the impact of this agreement on the allocation/spread of the Methods course and make adjustments to the agreement in the following years as necessary. The goal remains, however, that eventually all of the Methods resources be allocated to disciplines and count towards the creation of posts.

### **Part 2A: The Distribution Process (Fall and Winter semesters)**

In the Fall and in the Winter semesters, the Methods courses will be distributed as follows:

**Phase 1)** Courses shall be distributed to each eligible discipline in which there is one or more permanent teacher(s) or teachers with a full-time contract without a projected full teaching load for the semester, until the teaching loads of all such teachers are filled for the semester.

**Phase 2)** Courses shall then be distributed to the eligible disciplines until they all have at least 0.5 FTEs of Methods courses for the semester. Some eligible disciplines may wish to have an uneven distribution of their 1 FTE of methods between the Fall and Winter semesters, in order to facilitate the creation of yearly full-time workloads. Such requests should be sent in the Spring by the disciplines' Chairs to the Dean responsible for Social Science and the Methods Coordinator, who will evaluate the feasibility of such requests.

**Phase 3)** The remaining Methods courses shall be distributed to the eligible disciplines according to the Methods Seniority List.

**Phase 4)** If there are still Methods courses to be distributed, the College shall, after consulting with the Methods Coordinator and all eligible disciplines as well as input from JACFA, decide which eligible discipline(s) will attempt to hire for those courses.

**Note 1:**The ISS, RQM, QM, and SSIP courses distributed in phase 1) as well as the equal distribution of the MTI courses amongst all eligible disciplines are included in the 0.5 FTEs.

**Note 2:** Should a discipline be required to hire a new teacher after phases 1) and 2) of the distribution process have been implemented, they will only be allowed to do so for a full teaching load. Any leftover methods courses will return to the pool of courses for phases 3) and 4).

**Note 3:** Outside of the 1 FTE, in the event that courses that have already been distributed to disciplines are freed by teachers (because of leaves and/or releases), those courses will go back to the pool of Methods courses and be re-distributed according to phases 3) and 4).

**Part 2B: The Distribution of MTI course**


- The MTI course will be distributed equally over the course of the academic year to the eligible disciplines, subject to their respective capacities to teach the course.
- In the event that the MTI courses that have already been distributed to disciplines are freed by teachers (because of leaves and/or releases), courses must be redistributed to other teachers in their disciplines, subject to their respective capacities to teach the course.


**Part 3: The Methods Seniority List**

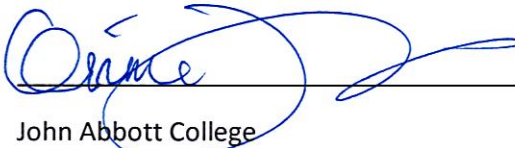
The Methods Seniority List, which will be used in phase 3) of the distribution of Methods courses, will contain the list of teachers in order of their priority to receive Methods courses. Permanent teachers in the eligible disciplines and nonpermanent eligible teachers who have a guaranteed full-time contract for the year (contract in a post, or full-time replacement charge) will always have the highest priority for Methods courses. They will be ranked in the list based on their seniority (the most senior having the highest priority). Nonpermanent eligible teachers without a guaranteed full-time contract will come next, and will also be ranked according to their seniority. For teachers having the same seniority, the College (through Human Resources) will provide the tiebreaker in accordance with the provisions of clause 5-3.00 of the Collective Agreement.


The Methods Seniority List will be revised twice per year by Human Resources and JACFA. It will be revised in October, after the publication by Human Resources of the new Faculty Seniority List, for application in the following Winter Semester. It will again be revised in June, after the information on which teachers will obtain permanence, a post or a full-time replacement charge, for application in the following Fall semester.

*A French version of this agreement has been provided to the parties for review; however, the parties have chosen to sign the English version and agree that it is our express wish that this agreement and all related documents be drawn up in the English language. Signed on this day, May 22, 2024.*

  
John Abbott College

  
JACFA

  
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May 22, 2024.

