



To: Waterloo faculty members
Faculty Deans
Department Chairs
Directors of Schools

From: James W.E. Rush, Vice-President, Academic & Provost
Bryan Tolson, President, Faculty Association of the University of Waterloo

Date: Monday, August 31, 2020

Subject: Statement on performance reviews

Note: This email is for information

The Faculty Relations Committee (FRC), with representatives from University administration and the Faculty Association of the University of Waterloo, has been examining options to allow for suitable, straightforward and consistent modifications to the performance review process to give appropriate consideration to the impacts of the COVID-19 pandemic for faculty members covered by the MOA.

There is consensus at FRC that the performance review (PR) process may potentially be confounded by the impacts of COVID for some faculty members, in different ways for different faculty members, and that faculty members should not be required to disclose the negative COVID impacts they were subjected to for the purposes of performance review consideration. Furthermore, PR committees should not have to assess on a case-by-case basis the possible impacts of any COVID-related impact disclosures faculty choose to submit in their performance review. Therefore, and for this year only, FRC has agreed in principle to develop an agreement between the University and FAUW to allow faculty to choose between: a regular PR process; and, the PR process spelled out in [MOA 13.5.4 \(b\)](#), whereby a PR process that does not involve evaluation of the year 2020 can be applied according to pre-established methods. MOA 13.5.4(b) outlines how performance ratings are to be assigned when it is not possible to assess performance during the evaluation period.

The precise details of this agreement will be articulated by FRC in September and guidance communicated to campus. This approach is intended to promote consistency across academic units on campus by facilitating a straightforward framework for carrying out these regular PR processes in a year that has seen extraordinary events.

Departments/Schools are therefore reminded that they need not consider developing their own local COVID considerations for their 2020 PR process and the only consideration process available to utilize will be the one defined in the agreement. Furthermore, departments are discouraged from developing new unit-specific PR department addendum language regarding COVID considerations for the 2021 evaluation period.