

### 13.3 Librarian Workload

(a) **Professional Librarian Workload**

- (i) Librarian workload should be developed through consultation among individual librarians, their department heads and library management resulting in agreed upon individual goals and responsibilities. Workload will be consistent with each librarian's job description as outlined in Article 11.2.
- (ii) Individual career stage, rank, level of administrative responsibility, interests, expertise, research and professional needs will also be considered when determining workload. Librarians shall be provided with opportunities to pursue research, scholarly contributions, and professional service as outlined in Articles 13.3 and 15.4. Librarian workload will reflect the time and effort needed for achievement of promotion as outlined in Article 10.12 and of confirmation as outlined in Article 11.3.
- (iii) Librarians holding cross-appointments to more than one unit should be assigned workload in a manner consistent with their percentage appointment in each unit.
- (iv) Librarians shall not be required to carry workloads unreasonably exceeding those of other librarians with comparable duties. Assigned duties should not require an unreasonable amount of time.

(b) **Duties**

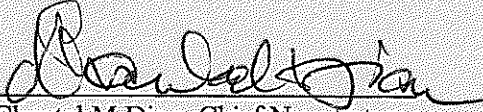
- (i) The workload of a professional librarian employee shall be that specified in the current job description(s) for their position. All job descriptions of professional librarian employees shall be fully accessible to professional librarian employees.
- (ii) The job description in each case shall be consistent with goals and objectives which shall be established through consultation between the professional librarian employee and the appropriate supervisor and Associate University Librarian, and shall be generally attainable within a thirty-five (35) hour week averaged over the year.
- (iii) A professional librarian employee has the right to devote time during working hours to research projects and/or professional development activities in accordance with Article 15.4(c).
- (iv) Time away from regular duties necessary for research projects shall be scheduled by mutual agreement between the professional librarian member and their supervisor where the time requested is a total of ~~five (5) twelve (12) five (5) twelve (12) nine (9)~~ days or less per year. Where the time requested exceeds ~~five (5) twelve (12) five (5) twelve (12) nine (9)~~ days per year, consultation with

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library management shall be required. Such informal requests shall be subject to operational requirements. Such requests shall not be unreasonably denied.

- (v) For the purposes of 13.3(b)(iv), time spent at conferences shall not be counted towards research days.

[...]

  
Chantal M Dion—Chief Negotiator  
CUASA/the Union

12 Jan 2018  
Date

  
Wayne Jones—Chief Negotiator  
Carleton University/the Employer

Jan. 12, 2018  
Date