

## LETTER OF UNDERSTANDING

Between the

Schulich School of Education, Nipissing University

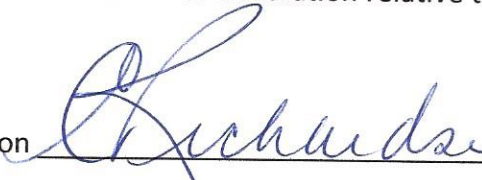
And


Nipissing University Faculty Association

It is agreed between the parties that:

- 1) Students, and Members of NUFA participating in educational placements outside of Canada, are doing so with the knowledge that this is an unevaluated placement;
- 2) Members will not be required to participate in placements outside of Canada as part of their teaching workload, but may volunteer to do so as service to the profession;
- 3) Members who volunteer do so with the expectation that they are to fulfill terms/expectations as stipulated by signed agreements as long as the agreements adhere to university policy, the Nipissing University/ NUFA Collective Agreements and this letter;
- 4) Members who freely enter into any volunteer agreement have a corresponding expectation that the university administration will fulfill its obligations to the member and to students as outlined in any signed agreements (including but not limited to costs that are to be covered);
- 5) Members will not be required to engage in formal evaluations of students on such placements nor will they be required to keep and submit records of and information related to students' teaching practice to the university;
- 6) Members may engage in mentorship of students. This includes:
  - a. informally observing students engaging in teaching practice;
  - b. informally providing feedback based on such observations;
  - c. offering advice on how to handle teaching situations;
  - d. providing information such as content knowledge or teaching resources;
  - e. facilitating access to information that might be helpful for students; and
  - f. liaising with local officials to facilitate success or solve problems that may arise;

- 7) Members are permitted to include such service to the profession on their annual reports and have such service commented on by the dean;
- 8) failure to fulfill terms/expectations is not disciplinary under the terms of the current Nipissing University/NUFA Collective Agreements; and
- 9) failure to fulfill terms/expectations can lead to the administration removing Members from future consideration relative to placements outside of Canada.

Dean of Education  Date Oct 12, 2011

NUFA, President  Date Oct 12/11