

**MEMORANDUM OF UNDERSTANDING BETWEEN CARLETON UNIVERSITY ("the University") AND
CARLETON UNIVERSITY RETIREES' ASSOCIATION ("CURA")**

Carleton University values its retired faculty, librarians and all retired former employees and welcomes their ongoing participation in the life of the University. It considers retirees as continuing partners – together with current faculty, staff and students – in a joint academic enterprise. In recognition of the University's relationship with its retirees as one characterised by engagement and respect, this Memorandum of Understanding (MOU) is intended to provide a framework for collaboration that maintains and enhances the relationship between the University and its retirees in recognizing the contributions and continued membership of retirees in the Carleton community.

This MOU acknowledges existing legal rights, agreements and obligations and reflects a mutual intention to work collaboratively. It is not intended to alter existing rights and obligations. Notwithstanding any obligation created by this MOU, the University will have the discretion to make, approve or reject any decision that it deems appropriate and in the best interests of the University.

The parties agree as follows:

1. Collaboration Established

The parties hereby agree to collaborate in order to support the continued scholarly, creative, professional and volunteer endeavours of retired members of the University and to promote their continued participation and membership in the university community. The parties recognize that such collaboration will be to the mutual benefit of the University and its retired members and is not intended to create or alter existing rights, obligations or duties, or to assume any financial costs to either party.

2. Administration

2.1 The collaboration will be overseen by a joint Carleton University-CURA Coordinating Committee

- The committee will meet at least twice a year;
- Its membership will initially comprise two members from each Party plus the Chair; the Carleton University members will be drawn from the University administration as appointed by the Provost, and the CURA members will be appointed by CURA.
- The committee will be chaired by the Provost or his/her delegate

3. Mandate of Coordinating Committee

3.1 The Coordinating Committee will consider opportunities and initiatives for retired faculty and staff to continue their involvement – to the extent that they wish to do so – in the university community.

- Such opportunities must be sensitive to the varying and evolving needs of the University

- The primary consideration should be the creation of an atmosphere of continuing welcome, involvement and respect for the retired members of our community, regardless of age or infirmity.
- 3.2 The Coordinating Committee will review and help to ensure effective communication to retirees with regard to the entitlements and opportunities currently available to retirees and to any new benefits resulting from this collaboration. Present benefits for retirees are:
- Library privileges and access to e-holdings available with Carleton University e-mail address;
 - Carleton University Photo-ID Card for retirees;
 - Access to the Carleton Archives upon request;
 - Access to the campus athletics facilities;
 - Access to a Carleton email account for retired faculty and librarians.
- 3.3 Where possible and appropriate, agreed actions will be taken by the parties to facilitate retirees' involvement in the university community; in other cases recommendations will be made by the Committee to the appropriate policy-making or administrative bodies and, where appropriate, to CURA.
- 3.4 CURA will maintain information about opportunities available to members. The coordinating committee will monitor and report, as appropriate, to the University Administration and to the CURA membership on the progress of joint initiatives
- 3.5 The University will work with CURA to facilitate improved communication between the association and all new and existing retirees, either by providing contact information to CURA where appropriate and permitted by law, or by regular direct communications to retirees from the University on behalf of CURA.
- 4. No Change to Existing Legal Rights or Agreements**
For greater certainty, this agreement is intended to reflect the mutual intentions of the parties to foster greater involvement of retirees in the university community without creating or altering existing rights and obligations, including existing legal agreements between the University and its employee groups.

Signed on behalf of Carleton University:

Signed on behalf of CURA:

Date: 6th December, 2013

Date: 6/12/2013

