



Canadian Association of University Teachers
Association canadienne des professeures et professeurs d'université

Memorandum 24:38

Date: October 28, 2024

To: Presidents of Local, Federated and Provincial Associations
CAUT Executive Committee
CAUT Elections and Resolutions Committee
President, CAUT Defence Fund
President, NUCAUT

From: Peter McInnis, President

Re: **Notice of CAUT Council Meeting
November 29-30, 2024
Delta Hotel Ottawa City Centre**

This notice is being sent by electronic communication in accordance with the terms and conditions set forth in CAUT By-law Number 1.

The CAUT Council meeting will take place **November 29-30, 2024**, at the Delta Hotel Ottawa City Centre.

Included with this notice are the following documents:

- Council Agenda
- Council Motion Sheet

Review of CAUT Policy Statements and Terms of Reference

The following policy statements and terms of reference will be reviewed at the Council meeting under the following agenda items:

- **Item 11-A** Policy Statement on Service (Revised)
- **Item 11-B** Policy Statement on Appointments to More Than One Unit (Revised)
- **Item 11-C** Policy Statement on Distance (including Online) Education (Revised)
- **Item 11-D** Policy Statement on Research Misconduct (Revised)
- **Item 11-E** Policy Statement on Renewal of Academic Staff (Revised)
- **Item 11-F** Policy Statement on Employer-led Investigations (NEW)
- **Item 11-G** Policy Statement on Departmental Statements and Academic Freedom (NEW)

- **Item 15-A-1-a** Milner Memorial Award Terms of Reference (Revised)
- **Item 15-A-3-a** Contract Academic Staff Committee Terms of Reference (Revised)

These documents can be accessed within the folder: [1 – Review of Policy Statements and Terms of Reference](#).

Associations and delegates are asked to review the policy statements and submit amendments **by November 15, 2024**, using the [Council Motion Sheet](#). Amendments **must** be received by this deadline and will not be accepted during the Council meeting.

Member motions and resolutions

Member associations wishing to submit a motion or resolution should complete a [Council Motion Sheet](#) available on the [Council Website](#).

Motions and resolutions must be submitted **by November 15, 2024**. Motions and resolutions received after this date, unless accepted as an emergency motion or resolution, will not be considered by Council.

Questions about submitting motions and resolutions should be directed to Margaret McGovern-Poté, Head of Executive Services, at mcgovern@caut.ca or 613-327-0211.

Meeting materials

The Council meeting materials can be accessed through a SharePoint site at the following link: [Council Meeting – Assemblée du Conseil](#). Additional documents will be added once finalized for distribution.

Registration, hotel and travel information

Council registration forms and hotel and travel information are available on the Council website at: <https://council.caut.ca/content/registration-hotel-travel-0>.

If you have any questions regarding registration or require assistance with hotel or travel arrangements, please contact Marcel Roy, CAUT Meeting and Event Planner, at roy@caut.ca or 613-726-5167.