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**Sent:** November 4, 2020 12:20:35 PM

**To:** Phil Bates; Cecile Malardier-Jugroot; Jean-Marc Noel; Jim Denford; Greg Phillips; Gregg Wade; JAMES.GROEN@forces.gc.ca; leblanc@cmcfa-apcmc.ca

**Subject:** UT Promotion Process

Colleagues,

I am sending this to you for your information as a member of the promotions committees. I will ensure this information is sent to the applicants.

After consulting with the CMCFA, I sent the following request to the DM and I have just received her approval.

*I am reaching out to you to let you know that I have had to exercise some flexibility due to COVID and the loss of the RMC network in the Career Progression Management Framework for the University Teaching (UT) Group. The flexibility I have exercised is specific to the promotion application process for 2021 and was time sensitive. The Framework articulates two key dates, one to give notice of intent to apply for promotion and the other the date on which to submit the promotion application. With due consideration for the impact of COVID and the loss of RMC's network, I approved a delay of 30 days in the due date to signal the intent to apply for promotion and also an extension of the due date to submit applications from 28 September to 16 November. As the Framework that governs the promotion process is under your authority, I should have come to you in advance; however, I know that you had (and still have) many other priorities on your plate and these were decisions administrative in nature and something that I believe you trust me to manage.*

*The implications of COVID and the loss of the RMC network, however, have resulted in other challenges which are less-administrative to the promotion process and I am seeking your authority to manage the following aspects:*

*Research productivity: In addition to teaching and service, scholarly merit is one of the areas in which candidates are assessed to determine eligibility for promotion. Some of our professors are likely to have experienced a reduction in scholarly productivity as a result of the COVID-19 pandemic. Examples of pandemic-related factors include: reduced access to childcare; care of a family member who is at high risk of infection; restrictions on travel that is necessary for research and other scholarly activity; reduced access to resources related to research and scholarship, such as libraries, labs, or research assistants; cancellation of conferences; etc. I seek your approval to highlight this during the promotion process so that our applicants for promotion will not will be penalized or negatively evaluated for any reduction in scholarly productivity related to the COVID-19. I will ensure this is highlighted for the faculty assessment process as well.*

*Teaching evaluations: The UT promotion process mandates the applicants provide “all teaching evaluations and other materials (course syllabi, etc) related to teaching and course development” since the last promotion. I seek your approval to deviate from the promotion process because of COVID. Since our professors were required to rapidly transition to remote delivery of their courses in the Spring term and continue to deliver their course remotes, the feedback they receive from the students may not be an accurate indication of their teaching ability. The deviation I request is to not require the use of COVID-related teaching evaluations without the permission of the candidate.*

Cheers,

Harry

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