

**Memorandum of Understanding
between Portland State University (University)
and the Portland State University Chapter
of the American Association of University Professors (Association)
November 2, 2022**

1 Subject: Mitigation of Any Impacts of 2022-2023 Academic Year
2 Calendar on 9-Month Instructional Faculty

3 *Recitals*

4 For AAUP members who are 9-month instructional faculty, PSU's academic year is
5 recognized as a three-term period that typically extends from mid-September
6 through mid-June or specifically September 16 of one calendar year through June
7 15 of the next calendar year.

8 The exact dates of the academic year and the associated scheduled dates and
9 deadlines vary from year to year, depending upon how weekends and holidays fall
10 throughout the academic year. For the academic year 2022-2023, the winter term
11 starts nearly one week later than in most other years, creating more time between
12 finals and the start of the next term.

13 For the 2022-2023 academic year, classes end on June 11, and final exams begin
14 on June 12. The last day for final exams is posted as June 17, 2023, and the
15 deadline for submitting final grades is June 20, 2023 (or the Tuesday after finals
16 week, as is customary). University policy states that if a faculty member decides not
17 to require a final exam, the final exam date is to be used as the last class meeting.

18 Although the final exam schedule extends through June 17, the large majority of
19 final exams are scheduled to be completed by Thursday, June 15. Fridays of final
20 exam week are not part of the default scheduling and are used only for very rare
21 conflict situations. The Saturday of final exam week is used only for a very small
22 number of courses that have Saturday-only meeting dates.

23 *Agreement*

24 1. The Parties acknowledge that this year's academic calendar establishes that
25 some finals may be held after June 15 and allows faculty to submit grades as late as
26 June 20.

27 2. For spring term 2023, 9-month instructional faculty who have final exams
28 scheduled under the University's academic calendar to take place on the Friday or
29 Saturday of final exam week, the University agrees that those faculty may elect not to
30 hold the last class meeting on those dates in the case where no final exam is required.



31 3. The University agrees to meet with the Deans, A&A Deans, and department
32 chairs to engage their support for faculty who request flexibility in scheduling end-of-
33 term work.

34 4. Further, the University will encourage Deans and Chairs to avoid scheduling any
35 mandatory meetings for 9-month instructional faculty during the expanded winter and
36 spring breaks of 2022-2023 academic year in consideration of the final date for
37 submitting final grades in the Spring term.

38 5. In the event that the above remedies do not sufficiently address a faculty
39 member's concern about performing work outside of typical contract dates, they may
40 raise these issues to the AAUP and/or their supervisors, and the concern will be
41 addressed on an individualized basis through supervisor intervention and/or discussion
42 at labor management.

43 6. The agreements reflected in this Memorandum of Understanding are not
44 intended to be precedential and are specific to the 2022-2023 Academic Year.

45 This agreement will be effective upon the signature of the Parties and will remain in
46 effect until June 30, 2023.

<u>For the University</u>	<u>For the Association</u>
 <small>Shelly Chabon (Nov 2, 2022 08:56 PDT)</small> Shelly Chabon, Vice Provost for Academic Personnel	 David Kinsella, Vice President Collective Bargaining
11/02/2022 Date	11/02/2022 Date