

# **Memorandum of Understanding**

Between the University of Saskatchewan and  
the University of Saskatchewan Retirees Association

## **Principles**

The University of Saskatchewan (“the University”) values its retirees. Although no longer employed by the University, former faculty and staff remain part of the extended University community and many of them wish to continue to participate in the life of the University. The University recognizes that an ongoing relationship with its retirees can be mutually beneficial and welcomes opportunities for engagement with retirees.

The University of Saskatchewan Retirees Association (“the USRA”), a non-profit association, is the sole representative of all the University’s retirees, whether or not they are USRA members, and sees real value in a strong and productive relationship with the University.

## **Definition**

The USRA defines “retiree” broadly. The USRA definition includes all persons who have left positions at the University after six or more years of employment and have reached the age of 55 years. Persons who were employed in federated and affiliated colleges are included, as well as persons employed under research grants and contracts. The University agrees to adopt the USRA definition for the purposes of this MOU.

## **Collaboration**

The parties agree to work together to maintain an ongoing mutually beneficial relationship characterized by collaboration and respect.

Retirees have a continuing interest in the welfare of the University and many of them wish to continue to contribute to its success. The University welcomes their continued membership and participation in the University community and agrees to promote and support their continued scholarly, creative, professional or volunteer activities.

The USRA agrees to act as the official liaison between the University and its retirees, and to consult with the University about retirees’ concerns. To the best of its abilities, the USRA agrees to represent the perspectives of all retirees and to keep them informed of opportunities to engage with the University.

The University of Saskatchewan Alumni Association (USAA) recognizes retirees who are not graduates as Associate Alumni in its bylaws, and wishes to engage with and support the USRA to the best of its abilities.

The Vice-President, University Relations, or designate will be the University's point of contact with the USRA and will attend at least 2 regular meetings of the USRA board annually to facilitate dialogue.

The Executive Director of the University of Saskatchewan Alumni Association or designate will work with the USRA and the Vice-President, University Relations, to enhance collaboration between both groups.

A Coordinating Committee will be established with its primary role being to manage the MOU and the relationship represented by the MOU. The committee will include representatives from the USRA and the Office of the Vice-President, University Relations, and will meet at least once a year.

The Coordinating Committee will also explore other opportunities for partnerships, including a commitment to explore options for retiree access to on-campus parking.

This MOU will be effective for a period of three years, at which point it will be renewed following a joint review of continued benefits for both parties.

### **Articles of Agreement**

The University agrees to provide the USRA (at no cost) with

- an office on campus, with standard office furnishings, telephone and internet. Currently this space is in the Williams Building, room 310.
- access to meeting space on campus, provided through the central booking services and currently represented through the Retirees Lounge in the Peter MacKinnon Building, room 132.
- email, web and file services
- annual operating funds (to be reviewed every three years, along with the MOU as a whole)

The University and the USRA will collaborate to facilitate effective communication with existing, new and prospective retirees by ensuring that both parties have access to accurate, up-to-date contact information and by giving the USRA a prominent place on the University's website.

The USRA and the University will work together to host and update USRA membership contact information in the University's CRM Engage database.

The USRA and the University will collaborate in the development and delivery of programming that will seek to grow retiree engagement in support of university priorities.

The University will ensure that the USRA receives formal invitations to events such as Convocation and the Employee Appreciation Picnic.

The University will ensure that USRA members receive publications that are distributed to current employees, whether by post or by email.

The USRA will assist the People and Resources unit and others in the University in the planning and delivery of events for prospective retirees.

Retirees may be called upon to serve on University committees from time to time to provide a retiree perspective and, where appropriate, serve on graduate student supervisory or examination committees.

The University will provide insurance coverage for USRA members when they are engaged in official university activities as approved by the University or any of its units.

### **Services for Individual Retirees**

The University agrees to work with the USRA in providing the following services to individual retirees, recognizing that the delivery of some services may be role-dependent (eg. Emeritus Professor, USRA member, etc.). These include, but are not limited to:

1. ICT Services

For a nominal annual fee, retirees can retain their network services identifier (NSID) and access to a range of NSID-enabled ICT services, including:

- @usask.ca email and calendar;
- use of the University's portal (PAWS) with services determined by their role;
- WiFi: access to the University's service when on-campus and EduRoam when travelling.

Continuation of these services requires an annual opt-in process.

2. Library services

- All retirees have access to the library's physical collections.
- All retirees have access to inter-library loan services at no charge.
- All retirees have on-campus access to electronic resources (databases, electronic journals, and data files) licensed by the University Library. Off campus access is available only to emeriti/emeritae.

3. USRA members receive discounts at the campus bookstore and Shop USask.

4. All retirees have access to University-sponsored continuing education opportunities, including enhancing computer skills and other areas of general interest.

5. Retiree access to parking remains unresolved. The University and the USRA undertake to investigate ways by which retirees can access parking facilities when on campus.

**Compliance with Existing Legal Rights or Agreements**

This agreement reflects the mutual intention of the parties to foster greater involvement of retirees in the University community without altering existing rights and obligations, including legal agreements between the University and its employee groups.

Retirees who engage in University activities agree to abide by regulations and policies of the University and the USRA.

**Duration of this MOU**

This MOU will be effective for a period of three years, at which point it will be renewed following a joint review of continued benefits for both parties.


Signed on behalf of the University:



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President Peter Stoicheff

Date: March 26, 2021

Signed on behalf of the USRA:



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President Brad Steeves

Date: April 6, 2021