UNIVERSITY OF WATERLOO

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Dr. Mark Giesbrecht
Dean, Faculty of Mathematics
University of Waterloo
Email: deanmath@uwaterloo.ca

November 8, 2022

Re: Accommodations for Professor Richard Mann

Dear Professor Mann,

The goal of a workplace accommodation is to provide an equal opportunity for you to attain the same level of performance and enjoy the same level of benefits and privileges as experienced by others. The Faculty of Mathematics is committed to providing accommodations that will remove barriers so that you are able to perform all the essential duties and responsibilities associated with your position.

With respect to any previous accommodation agreements, these must be updated regularly. Your new accommodation plan has been developed based on changing operational needs and procedures in the School and university-wide, and respecting the updated medical information provided.

The essential duties and responsibilities of a faculty member include contributions to research, teaching, and service. As an ongoing full-time faculty member, you will be expected to make contributions in each of these areas, and to receive performance feedback on these essential parts of the job, an activity that is enshrined in UW policy and the MOA. In particular, there is no support in your medical documentation or in policy that a guaranteed evaluation of 1.4 in all components is warranted or acceptable. I listed in my previous email a number of accommodations that would reduce stress, decrease the potential for conflict, support you administratively, and make your workload more regular and predictable.

We can meet to discuss the following aspects:

- Accommodations and support that are required in order to fulfil your essential teaching obligation; this can include discussion of teaching load reduction as it relates to the type and amount of student supervision expected for research-active faculty members;
- Supports that are required in order for you to participate in the annual performance evaluation process;
- Support that you are envisioning for redevelopment of CS251 curriculum, and where the funding support will come from (e.g., your suggestion of employing an undergraduate student to support curriculum development);
- Confirmation of your teaching assignment for Winter 2023, and possibly for the next year.

You have also mentioned timelines. We note that we have been asking you to work with Occupational Health since May 2022, but you chose not to until last month. There is normally no phase-in period for accommodations; the employer is obligated to put accommodations in place as soon as possible, remembering that the purpose of the accommodations is to enable the employee to perform all of their essential duties. There are often additional temporary accommodations put in place to allow someone to transition from a Sick Leave back to full-time employment; those transition periods range from 2-6 weeks, after which time the employee is expected to return to full-time duties. The transition accommodations are as described in my November 4, 2022 letter.

At no time since your 2011 accommodation agreement, except while on leaves of absence, have you been on an agreed upon reduced teaching load, other than your 2011 accommodation agreement's proviso regarding not being assigned extra teaching when you do not have sufficient graduate students. The School of Computer Science allows for teaching not to be balanced year-over-year and for a faculty member to accrue a surplus or deficit. You are informed of your teaching balance each term, most recently in August 2022, when your balance was listed as owing a significant number of courses as of the end of Winter 2022. If you are unable to work as a full-time faculty member, at a full course load as described, then we can explore formally reducing your workload as a part-time faculty member.

As indicated by the Provost, your accommodation plan must be in place by November 18, 2022, and includes your teaching assignment for the Winter 2023 term.

Yours truly,

Mark Giesbrecht
Dear, Faculty of Mathematics
Professor, David R. Cheriton School of Computer Science