

## Re: Your teaching assignment for the upcoming fiscal year

Mark Giesbrecht <mwg@uwaterloo.ca>

Thu 12/29/2022 9:16 AM

To: Richard Mann <mannr@uwaterloo.ca>

Cc: Chelsey Heystee <cheystee@uwaterloo.ca>; Karen Parkinson <kparkinson@uwaterloo.ca>; Roydon Fraser <rafraser@uwaterloo.ca>; Provost Office-General <ProvostOffice-General@uwaterloo.ca>; Vice Pres Academic Provost <provost@uwaterloo.ca>; Raouf Boutaba <rboutaba@uwaterloo.ca>; CS Director <cs-director@uwaterloo.ca>

Dear Professor Mann,

[UW Policy 3](#) allows faculty members to apply for an Unpaid Leave of Absence for up to one year, subject to approval by the School Director, Dean and Provost. The appropriate form to fill out is [here](#), should you wish to do so. Should such a leave be granted, approval from the Director and Dean will be required if you subsequently wish to return to full-time employment prior to the end of the approved leave period, as resources may have been reallocated to replace your services while on leave. Anyone applying for an Unpaid Leave of Absence is encouraged to first meet with Human Resources to ensure they understand impact of benefits and pension during the leave.

You should not base your decision to apply for an Unpaid Leave of Absence upon the desire to teach a course at Waterloo. If you are granted an Unpaid Leave of Absence, you will not be able to be assigned to do any teaching during that period of time, even with the support of the School. It is simply not possible to be paid while holding a status as an unpaid employee within the same institution. We can and do hire instructors who are on leave from other institutions, but in that case there are two separate employers involved. Teaching a class without compensation while on leave is also not possible.

Finally, which CS courses are to be offered in any particular term is the prerogative and responsibility of the Director of Computer Science, as is the teaching assignment of individual faculty members in Computer Science.

Yours truly,

Mark Giesbrecht

Dr. Mark Giesbrecht

Dean, Faculty of Mathematics. Professor, David R. Cheriton School of Computer Science

University of Waterloo, Canada. Email: [mwg@uwaterloo.ca](mailto:mwg@uwaterloo.ca) URL: <https://cs.uwaterloo.ca/~mwg>

On Dec 21, 2022, at 12:25 PM, Richard Mann <mannr@uwaterloo.ca> wrote:

Dear Professor Giesbrecht,

Finally you mention below my accommodations agreement.

In case you didn't notice I signed a modified agreement,

I also signed the agreement under duress, (threat of pay cessation by Provost), this was also noted on the document.

Certainly I did not commit to taking graduate students.

All of this is available on my web page at:

<https://cs.uwaterloo.ca/~mannr/Correspondence-University.html>

Sincerely,  
Richard Mann

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From: Richard Mann <mannr@uwaterloo.ca>  
Sent: Wednesday, December 21, 2022 11:57 AM  
To: Mark Giesbrecht  
Cc: Chelsey Heystee; Karen Parkinson; Roydon Fraser; Provost Office-General; Vice Pres Academic Provost; Raouf Boutaba; CS Director  
Subject: Re: Your teaching assignment for the upcoming fiscal year

Dear Professor Giesbrecht, Dean Mathematics  
CC: Raouf Boutaba, Director Computer Science  
CC: James Rush, Provost  
CC: Karen Parkinson, Occupational Health

I am writing to request an unpaid leave of absence, for W24.

Whether I am allowed to teach a course or not, I am asking for this leave to be implemented.

In the meantime I will be appealing your statement that I cannot teach while on leave of absence.

In fact this is suspect as many faculty visit other institutions in order to teach. Perhaps I can do that?

Sincerely,  
Richard Mann

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From: Mark Giesbrecht <mwg@uwaterloo.ca>  
Sent: Wednesday, December 21, 2022 10:23 AM  
To: Richard Mann  
Cc: Chelsey Heystee; Karen Parkinson; Roydon Fraser; Provost Office-General; Vice Pres Academic Provost  
Subject: Re: Your teaching assignment for the upcoming fiscal year

Dear Professor Mann,

Thank you for your patience on my response to your query on your 2023-2024 (and specifically W24) teaching assignment.

Teaching assignments are the purview of the Director/Chair of the academic unit (under UW Policy 40). Any meeting should be between the Director and yourself (and possibly your FAUW representative). If you do have a remaining concern with your teaching assignment it will have to be substantiated in a grievance on that issue. However, I have to reiterate that faculty members are not necessarily

assigned their precise and specific courses/terms, and the teaching needs of the School need to be met, especially in core courses. Your teaching assignment provided in your accommodation plan does seem well within the norms and requirements of the School and Faculty, and is consistent with your accommodation plan.

Your accommodation plan specifies that you should try through the normal CS processes to recruit graduate students, which will happen early next year. Part of your duties, and in particular towards the teaching reduction, are in graduate student supervision. I strongly advise you to make a full effort in this regard, and the Faculty has offered financial support for graduate supervision as part of your accommodation plan. You can also recruit undergrads through the URA system like everyone else, though they are generally not a substitute for graduate supervision.

As for teaching while on a leave of absence, teaching at UW is simply not possible when you are on leave from UW. As indicated in the accommodation plan, if you wish to pursue a fractional load appointment we can discuss this.

Yours truly,

Mark Giesbrecht

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Dr. Mark Giesbrecht

Dean, Faculty of Mathematics. Professor, David R. Cheriton School of Computer Science

University of Waterloo, Canada. Email:  
mwg@uwaterloo.ca<mailto:mwg@uwaterloo.ca> URL:  
<https://cs.uwaterloo.ca/~mwg>

On Dec 18, 2022, at 11:35 AM, Richard Mann <mannr@uwaterloo.ca> wrote:

To: Professor Giesbrecht (Dean, Mathematics)  
CC: Chelsey Heystee (HR), Karen Parkinson (Occupational Health), Roydon Fraser (FAUW),  
CC: James Rush (VP, Provost)

You have not replied to my email of Dec 9 2022 (see below).

I have been placed in a position that impedes my teaching and research progress.

I ask that you override the Chair's teaching assignments and allow me to teach CS498, my audio course, in W24 (January 2024). If this is not possible I ask that you authorize a one term one time unpaid leave for W24, so that I may teach my audio course. As I outline in my letter below my course is essential to my ongoing roles of mentoring and supervising undergraduate research students.

As for my treatment by the University, I would like to state, for the record, that I

during the meeting of Nov 14, 2022 with you, my FAUW rep (Roydon Fraser) and the HR rep (Chelsey Heystee), I asked to read my Psychologist's letter. Permission was denied but I did it anyway. There is something very wrong here and I call upon you to fix it ASAP.

Sincerely,  
Richard Mann  
Waterloo ON

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From: Mark Giesbrecht  
Sent: Friday, December 9, 2022 10:35 AM  
To: Richard Mann  
Cc: Chelsey Heystee; Karen Parkinson; Roydon Fraser  
Subject: Re: Your teaching assignment for the upcoming fiscal year

Dear Professor Mann,

This is to acknowledge receipt of your email. I am travelling right now and will address this on my return at the end of next week.

Your truly,

Mark Giesbrecht

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Dr. Mark Giesbrecht  
Dean, Faculty of Mathematics. Professor, David R. Cheriton School of Computer Science  
University of Waterloo, Canada. Email:  
mwg@uwaterloo.ca<mailto:mwg@uwaterloo.ca> URL:  
<https://cs.uwaterloo.ca/~mwg>

On Dec 9, 2022, at 02:50, Richard Mann <mannr@uwaterloo.ca> wrote:

Friday Dec 9 2022

To: Dean Giesbrecht,  
CC: Chelsey Heystee (HR),  
CC: Karen Parkinson RN (Occupational Health)  
CC: Roydon Fraser (FAUW)

Dear Dean Giesbrecht,

PLEASE CONFIRM RECEIPT OF THIS EMAIL.

Please see the correspondence below with my Chair, attached below.

I am writing to inform you that I consider a teaching assignment of CS251 in W24 problematic and I will be appealing this assignment.

On Nov 14 2022, you, the Dean, have asked me to take new students (undergraduate and graduate) for mentoring and supervision of some sort, in exchange for teaching relief.

Unfortunately an important tool to achieve this, my audio/ project course, has now been been delayed until next fiscal year (S23,F23,W24).

Also teaching Audio (in fiscal year S23,F23,W24) infeasible as I am (currently) required to teach four courses in this period. The only way to do that is by double sections of CS251.

I understand that the Chair has said he requires me to teach CS251, however, this does not seem reasonable unless some additional considerations are made such as: teaching relief, reduced and/or delayed expectations on student supervision or something else.

I have indicated to the Chair that I will be appealing.

As you are well aware, I already have an outstanding grievance against SCS. This only adds to the grievance.

The only sensible way to resolve this impasse is for me to have a meeting with you the Dean, The Chair, and my union rep so that a reasonable and achievable solution is presented. Unfortunately this has never been offered.

Sincerely,  
Richard Mann

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From: Richard Mann <mannr@uwaterloo.ca>  
Sent: Tuesday, December 6, 2022 5:21 PM  
To: CS Director  
Cc: Dave Tompkins  
Subject: Re: Your teaching assignment for the upcoming fiscal year

Dear CS Director,

You write:

We need someone to teach CS 251 in W24 and we especially need faculty leadership in CS 251 in W24,

How am I supposed to provide "faculty leadership"? My assignment is to teach one section of CS251 not to provide "leadership" or guidance to others. I will of course attempt to help, but I have no control over who I am matched with or how they will respond to my teaching choices.

Also, you suggest I may teach my Audio course in S24/F25/W25. However, I am told by my agreement so far that I will "owe" four courses in this period.  
(Unless I have graduate students, which I will not have by then.)

Finally, you write about URA opportunities. However, I do not have any projects ready at the moment, nor do I have class to recruit students to particular topics. I am currently working 100% on teaching CS251 in W23.

Sincerely,  
Richard Mann

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From: CS Director <cs-direc@uwaterloo.ca>  
Sent: Tuesday, December 6, 2022 1:35 PM  
To: Richard Mann  
Cc: Dave Tompkins  
Subject: Re: Your teaching assignment for the upcoming fiscal year

Dear Richard

Teaching assignments are determined based on the school's teaching needs. We need someone to teach CS 251 in W24 and we especially need faculty leadership in CS 251 in W24, hence your current assignment. We need you to teach CS 251 in W24, but you will be given a chance to teach your audio course in S24/F25/W25.

I should note that there are several avenues in the school/faculty to recruit Undergraduate Research Students (URAs). Please refer to the message sent by Jessica Rosa-Vecchiarelli distributed to all faculty members yesterday if you are interested in posting a URA project for W23. There is also the Undergraduate Research Fellowship (URF) program in CS which, from time to time, distribute a call for project proposals (see: <https://cs.uwaterloo.ca/current-undergraduate-students/research-opportunities/undergraduate-research-fellowship-urf>). Finally, the Math Research Office also runs a supervisor-student matching platform you may want to check.

Best  
Regards  
Raouf

On Dec 3, 2022, at 5:53 PM, Richard Mann <mannr@uwaterloo.ca> wrote:

Dec 3 2022

Dear Professor Boutaba,  
CC: David Tomkins

I am writing to inform you that I will be appealing the W24 assignment. Yesterday I wrote to the Dean,

"Is there any way that CS 251 in W24 could be replaced by my audio course?,

it would be an opportunity for me to attract undergraduate research students and

not having this opportunity in W24 could seriously affect my research and mentoring activities"

As you are aware I still have an outstanding grievance against the School based on my previous teaching assignments.

Sincerely,  
Richard Mann  
Waterloo ON

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From: CS Director <cs-direc@uwaterloo.ca>  
Sent: Friday, December 2, 2022 9:49 AM  
To: Richard Mann  
Cc: Dave Tompkins  
Subject: Your teaching assignment for the upcoming fiscal year

Dear Richard,

As presented in your accommodation plan, your teaching assignment for the upcoming fiscal year (May 2023 - April 2024) is: 2\*CS251 in F23 and 1\*CS251 in W24.

Best regards

Raouf Boutaba  
Professor and Director  
Cheriton School of Computer Science