

Employee Classes and Position Classes - Definitions

This document provides brief definitions of each employee class and position class. It is to be used as a guideline only. The official definitions are contained in the various collective agreements and University policies.

If you are unclear about a definition, please contact the Human Resources Service at ext. 5832.

Code	Title	Description
1A	Regular Academic - APUO	Members of the University's regular academic staff, as defined in the APUO Collective Agreement.
11100	Professor APUO	Persons holding a regular appointment (tenure-track or tenured) on a half-time or greater basis at the University with the rank of lecturer, assistant, associate or full professor, for whom at least 50% of salary and benefits come from the University of Ottawa's regular budget.
11110	Language Teacher APUO	A person appointed at the University, at the Official Languages and Bilingualism Institute, as a language teacher in ranks I, II, III, IV (tenure-track or tenured), for whom at least 50% of salary and benefits come from the University of Ottawa's regular budget.
11910	Assist.-Assoc. Vice-Dean APUO	Administrative Supplement for Assistant-Dean, Associate-Dean or Vice-Dean of a Faculty, or Secretary (member of APUO).
11920	Acad.Dir./Chair.(Dept) APUO	Academic Director or Chair of a University Department, who also holds a regular APUO position with the University.
11930	Acad.Dir./(Program) APUO	Academic Director of a program, who also holds a regular APUO position with the University.
11940	Other Academic Admin. Duties	Members of the University's regular academic staff who are attributed additional academic administrative duties, other than those included in position classes 11910, 11920 and 11930.
13100	Counsellor APUO	A person appointed at the University, in the Student Academic Success Service (SASS), as a professional counsellor (this category should not be used before consulting the Human Resources Service).
21100	Reg Like Prof APUO	Professor with a professorial rank who holds the same attributes as an APUO professor (same benefits, etc.) but who is not paid out of operating funds and has an appointment for a definite term.
21110	Reg Like Lang Teacher APUO	Language teacher with a rank who holds the same attributes as an APUO language teacher (same benefits, etc.) but who is not paid out of operating funds and has an appointment for a definite term.
21130	Reg Like Repl Prof APUO	A professor appointed as a replacement professor, with a professorial rank, in an academic unit for the purpose of: a. Replacing one or more regular faculty members who are temporarily absent by virtue of sabbatical or other leave, or secondment; b. Filling temporarily a vacant position which, for good academic reasons, cannot currently be filled on a regular basis; c. staffing temporarily during the initial 3 academic years following Senate approval of a new program; d. replacing one or more regular faculty members who are temporarily absent by virtue of secondment to administrative positions.
21140	Reg Like Teaching Associate	Person appointed through a special limited-term appointment (with an end date of June 30, 2013 at the latest), as per an APUO Letter of Understanding, in the faculties of Health Sciences, Telfer School of Management or SITE.
21900	Reg Like Prof Other Ac.Duties	Regular-like professors who are attributed additional academic administrative duties.
1B	Regular Academic - Non APUO	Members of the University's regular academic staff who hold an administrative union exclusion, as defined in the APUO Collective Agreement.
11101	Professor Non-APUO	Regular Professors who have an administrative union exclusion.
11111	Language Teacher Non-APUO	Regular language teachers who have an administrative union exclusion.
11900	Dean	Administrative Supplement for a Dean of a Faculty.
11911	Assist.-Assoc. Dean NON-APUO	Administrative Supplement for Assistant-Dean or Associate-Dean of a Faculty who is not a member of APUO.
11921	Acad.Dir./Chair.(Dept)Non-APUO	Academic Director or Chair of a University Department, who also holds a regular position with the University and who either has an administrative union exclusion or is not a regular APUO member.
11931	Acad.Dir./(Program) Non-APUO	Academic Director of a program, who also holds a regular position with the University and who either has an administrative union exclusion or is not a regular APUO member.
13101	Counsellor Non-APUO	Counsellor who has an administrative union exclusion.
21101	Reg Like Prof Non-APUO	Professor who holds the same attributes as a non-APUO Professor (same benefits and exclusions, etc.) but who is not paid out of operating funds and has an appointment for a definite term.
21111	Reg Like Lang Teacher Non-APUO	Language teacher who holds the same attributes as a non-APUO Language teacher (same benefits and exclusions, etc.) but who is not paid out of operating funds and has an appointment for a definite term.
21131	Reg Like Repl Prof Non-APUO	Replacement Professor who holds the same attributes as a Regular-Like Replacement Professor APUO (same benefits, etc.) but who is not paid out of operating funds, has an appointment for a definite term and has an administrative exclusion from APUO. This should not be used before contacting Human Resources Service.
21170	Reg Like Scientist Non APUO	An academic faculty member with a Ph.D. in clinical or basic science departments who receives a salary commensurate for rank, which is flowed through the University budget. Is eligible for full benefits.
1C	Term Academic - APUO	Members of the academic staff who hold a term appointment, as per the APUO collective agreement.
31100	Term Professor APUO	Persons holding a term appointment on a half-time or greater basis at the University with the rank of lecturer, assistant, associate or full professor and who is not paid out of operating funds.
31110	Term Lang. Teacher APUO	Persons holding a term appointment at the University, at the Official Languages and Bilingualism Institute, as a language teacher, and who is not paid out of operating funds.

31170	Term Sessional Lecturer APUO	A person appointed at the University for the purpose of teaching, or participating substantially in the teaching of, particular regular courses and employed under the terms of a contract not exceeding 8 months' duration (17.5.1.1). Applies only for Faculty of Law.
31190	Term Research Fellow APUO	A person appointed as research fellow with or without professorial rank for the purpose of carrying out research and teaching, with workload subject to limits imposed by the relevant granting agency (17.2.5). Conditions under 3.1 of APUO collective agreement must also be met.
31500	Canada Research Chair-Tier1	Professor seconded to a Canada Research Chair appointment - Tier 1.
31501	Canada Research Chair-Tier2	Professor seconded to a Canada Research Chair appointment - Tier 2.
31900	Term Acad.Addl Teaching APUO	Courses taught by professors which are over and above their regular workload, as per 22.2.5.
31910	Term Other Acad. Admin.Duties	Persons holding a term appointment with the University who are attributed additional academic administrative duties.
31915	Bonus Canada Research Chair	Bonus component of a Canada Research Chair's remuneration.
33100	Term Counsellor APUO	Persons holding a temporary appointment with the University, in the Student Academic Success Service (SASS), as a professional counsellor. This category is not to be used unless approved by Human resources Service, Academic labour relations sector.
1D	Term Academic - Non Union	Members of the academic staff who hold a term appointment and who are not covered by the APUO collective agreement.
31101	Term Professor Non-APUO	Professor holding a term appointment with the University who receives a salary commensurate for rank, which may be flowed through the University but where generally the source of funds is other than from the University budget.
31111	Term Lang.Teacher Non-APUO	Language Teacher holding a term appointment with the University who receives a salary commensurate for rank, which may be flowed through the University but where generally the source of funds is other than from the University budget.
31140	Term Scientist Non-APUO	Persons holding a term appointment with the University, with a Ph.D. in clinical or basic science departments who receives a salary commensurate for rank, and where the source of funds is other than from the University budget.
31151	Term Visiting Teaching (paid)	a. The appointee is a recognized scholar or artist whose presence will enhance the breadth or quality of the University's teaching activities; b. The appointee holds a continuing appointment, or has established a career, outside the University of Ottawa, or has retired. c. The appointee is paid.
31161	Term Visiting Research (paid)	a. The appointee is a recognized scholar or artist whose presence will enhance the breadth or quality of the University's research activities; b. The appointee holds a continuing appointment, or has established a career, outside the University of Ottawa, or has retired. c. The appointee is paid.
31191	Term Research Fellow Non-APUO	A person appointed as research fellow with or without professorial rank for the purpose of carrying out research and teaching, with workload subject to limits imposed by the relevant granting agency (17.2.5). If the Research Fellow is also a clinician, they would then be non-APUO.
31402	Lecturer Non-APTPUO	Part-time professor who is not eligible for membership in APTPUO because already occupying an administrative position within the University, that carries teaching responsibilities within the regular position at the University.
31412	Lang. Teacher Non-APTPUO	Part-time language teacher who is not eligible for membership in APTPUO because already occupying an administrative position within the University that carries teaching responsibilities within the regular position at the University.
31422	Term Non Union-Applied Theory	APTPUO-exempt members having full responsibility for laboratory work where no CUPE member has been found.
31503	Other Research Chair	Research chairs established by the University to encourage outstanding sustained accomplishments.
31911	TermOth.Acad.Ad.Duties N-APUO	Non-APUO members holding a term appointment with the University who are attributed additional academic administrative duties.
33101	Term Counsellor Non-APUO	A person appointed at the University, in the Student Academic Success Service (SASS), as a professional counsellor and for whom less than 50% of salary is paid from operating budget. Approval must be obtained from the Human resources Service before using this category.
36100	Lecturer Non-APTPUO Student	Part-time student lecturer who is not eligible for membership in APTPUO because already occupying an administrative position within the University.
36110	Lang. Teach Non-APTPUO Student	Part-time student language teacher who is not eligible for membership in APTPUO because already occupying an administrative position within the University.
1E	APTPUO	Part-time members of the academic staff, as per the APTPUO collective agreement.
31400	Lecturer - APTPUO	Individuals who are not registered as full-time graduate students at the University of Ottawa and who perform bargaining unit work under the APTPUO collective agreement.
31401	Lecturer- APTPUO Student	Individuals who are registered as full-time graduate students at the University of Ottawa and who perform bargaining unit work under the APTPUO collective agreement.
31410	Lang. Teacher APTPUO	Language teachers who are not registered as full-time graduate students at the University of Ottawa and who perform bargaining unit work under the APTPUO collective agreement.
31411	Lang. Teacher APTPUO Student	Language teachers who are registered as full-time graduate students at the University of Ottawa and who perform bargaining unit work.
31420	APTPUO-Applied Theory	APTPUO members having full responsibility for laboratory work where no CUPE member has been found.

1F	Post Doc	A postdoctoral fellow has to meet the following criteria: the appointee was recently (within five years) awarded a PhD or the equivalent; the appointment is temporary; the appointment involves substantial full-time research or scholarship; the appointment is viewed as preparatory for a full-time academic and/or research career; the appointee works under the supervision of a faculty mentor at the University or one of its affiliated institutes; the appointee has the freedom, and is expected, to publish the results of his or her research or scholarship during the period of the appointment. The appointee must be registered with the FGPS.
31300	Term Post-Doctoral Fellow Can	Canadian Resident paid by an external source of funding.
31301	Post-Doctoral Assistant Can	There exists an employer/employee relationship; the employee is supervised by a professor; the relationship is defined by an employment contract; hiring is done through a SPAF form; Canadian Resident, paid by the University of Ottawa.
31310	Term Post-Doctoral Fellow Visa	Non-Canadian paid by an external source of funding.
31311	Post-Doctoral Assistant Visa	There exists an employer/employee relationship; the employee is supervised by a professor; the relationship is defined by an employment contract; hiring is done through a SPAF form; Non-Canadian, paid by the University of Ottawa.
1G	GFT Regular	(Geographic Full Time) Clinical faculty member with an M.D. degree who holds a full-time appointment in the Faculty of Medicine under a tripartite agreement (between the physician, the physician's base hospital and the University). - GFT A: A GFT who receives a salary commensurate with rank from the University budget with full University benefits. (No GFT A appointments created since 1996.) - GFT B: A GFT who receives a salary commensurate with rank, which is flowed through the University. In general, the source of funds is other than from the University budget.
11120	GFT	(Geographic Full Time) Clinical faculty member with an M.D. degree who holds a full-time appointment in the Faculty of Medicine under a tripartite agreement (between the physician, the physician's base hospital and the University). - GFT A: A GFT who receives a salary commensurate with rank from the University budget with full University benefits. (No GFT A appointments created since 1996.) - GFT B: A GFT who receives a salary commensurate with rank, which is flowed through the University. In general, the source of funds is other than from the University budget.
11950	Academic. Adm. Duties GFT	A GFT A or B who takes on additional academic administrative duties.
1H	GFT Term	(Geographic Full Time) Clinical faculty member with an M.D. degree who holds a term appointment in the Faculty of Medicine under a tripartite agreement (between the physician, the physician's base hospital and the University).
31120	Term GFT	(Geographic Full Time) Clinical faculty member with an M.D. degree who holds a term appointment in the Faculty of Medicine under a tripartite agreement (between the physician, the physician's base hospital and the University).
31920	Acad. Admin. Duties Term GFT	A Term GFT who takes on additional academic administrative duties.
1J	Clinicians	A part-time clinical faculty member, either paid or unpaid, who contributes to the Faculty of Medicine's mission and has an agreement with the University.
31130	Term Clinicians	Clinicians that are paid for their contribution.
31131	Clinicians Unpaid	Clinicians that are unpaid for their contribution.
1K	Research Associates	Research associates are researchers who are paid by research grants or contracts to work in collaboration with a professor at the University of Ottawa, within a faculty, an affiliated research centre or an institute. They are not permanent employees because their continued employment depends on continuing support from research grants or contracts. They hold a PhD degree or an equivalent qualification (MD) that would be appropriate for appointment as an assistant professor. They normally have more than two years of post-PhD research experience; that is, they have had at least two years of experience as postdoctoral fellows or the equivalent.
31200	Term Research Associate	Research associates are researchers who are paid by research grants or contracts to work in collaboration with a professor at the University of Ottawa, within a faculty, an affiliated research centre or an institute. They are not permanent employees because their continued employment depends on continuing support from research grants or contracts. They hold a PhD degree or an equivalent qualification (MD) that would be appropriate for appointment as an assistant professor. They normally have more than two years of post-PhD research experience; that is, they have had at least two years of experience as postdoctoral fellows or the equivalent.
1L	Librarians APUO (Reg)	A person appointed by the University as a librarian.
12100	Librarian APUO	A person appointed by the University as a librarian, ranks I to V, in a regular position.
1M	Librarians NON APUO (Reg)	Librarians who are excluded as per the APUO Collective Agreement.

12101	Librarian Non-APUO	Librarians who are excluded as per the APUO Collective Agreement.
10	Librarians APUO (Term)	Persons appointed in a term position as a librarian.
32100	Term Librarian APUO	Persons appointed in a term position as a librarian, e.g. replacement librarian.
32150	Acting Pay Librarians APUO	Acting pay for librarians.
1P	Librarians NON APUO (Term)	Term librarians who are excluded as per the APUO Collective Agreement.
32101	Term Librarian Non-APUO	Term librarians who are excluded as per the APUO Collective Agreement, e.g. visiting librarians, part-time librarians (less than 18 hours per week).
32151	Acting Pay Librarians NON APUO	Acting pay for librarians who are excluded as per the APUO Collective Agreement.
2A	Executive	Members of the University's executive personnel (President, Vice-Presidents, Associate-Vice-Presidents, Secretary, Legal Counsel, Director, Pension fund, and such other positions).
14100	Executive	Members of the University's executive personnel (President, Vice-Presidents, Associate-Vice-Presidents Secretary, Legal Counsel, Director, Pension fund, and such other positions).
14900	Executive - Adm. Supplement	Administrative supplement received by members of the Executive.
2B	Support SSUO (reg) 1820	Members of the SSUO with positions of an average of 35 hours per week (1820 hours per year).
14110	Management And Prof. SSUO 1820	Members of the SSUO (Management and Professionals) with positions of an average of 35 hours per week (1820 hours per year).
14120	Admin. Support SSUO 1820	Members of the SSUO (Administrative Support) with positions of an average of 35 hours per week (1820 hours per year).
14130	Techn. And Technol. SSUO 1820	Members of the SSUO (Technicians and Technologists) with positions of an average of 35 hours per week (1820 hours per year).
14910	Mgt PROF -Adm. Suppl.SSUO 1820	Administrative supplement for members of the SSUO with positions of an average of 35 hours per week (1820 hours per year).
2C	Support SSUO (reg) 2080	Members of the SSUO with positions of an average of 40 hours per week (2080 hours per year).
14210	Management And Prof. SSUO 2080	Members of the SSUO (Management and Professionals) with positions of an average of 40 hours per week (2080 hours per year).
14220	Admin. Support SSUO 2080	Members of the SSUO (Administrative Support) with positions of an average of 40 hours per week (2080 hours per year).
14230	Techn. And Technol. SSUO 2080	Members of the SSUO (Technicians and Technologists) with positions of an average of 40 hours per week (2080 hours per year).
14920	Mgt PROF-Adm.Suppl.SSUO 2080	Administrative supplement for members of the SSUO with positions of an average of 40 hours per week (2080 hours per year).
2D	Support SSUO (reg) 1885	Members of SSUO with positions of an average of 36.25 hours per week (1885 hours per year).
14310	Management And Prof. SSUO 1885	Members of SSUO (Management and Professionals) with positions of an average of 36.25 hours per week (1885 hours per year).
14320	Admin. Support SSUO 1885	Members of SSUO (Administrative Support) with positions of an average of 36.25 hours per week (1885 hours per year).
14930	Mgt PROF-Adm.Suppl. SSUO 1885	Administrative Supplement for members of SSUO with positions of an average of 36.25 hours per week (1885 hours per year).
2E	Support PIPS (reg) 1820	Members of PIPS with positions of an average of 35 hours per week 1820 hours per year).
14410	Management And Prof. PIPS	Members of PIPS (Management and Professionals) with positions of an average of 35 hours per week 1820 hours per year).
14430	Techn. And Technol. PIPS	Members of PIPS (Technicians and Technologists) with positions of an average of 35 hours per week 1820 hours per year).
14940	Mgt PROF-Adm.Suppl. PIPS	Administrative Supplement for members of PIPS who work an average of 35 hours per week 1820 hours per year).
2F	Support Non Union (reg) 1820	Non-unionized University support staff members with positions of an average of 35 hours per week 1820 hours per year).
14111	Mgnt And Prof.Non Union 1820	Non-unionized University support staff members (Management and Professionals) with positions of an average of 35 hours per week 1820 hours per year).
14121	Admin.Support.Non Union 1820	Non-unionized University support staff members (Administrative Support) with positions of an average of 35 hours per week 1820 hours per year).
14131	Techn. And Technol. Non Union 1820	Non-unionized University support staff members (Technicians and Technologists) with positions of an average of 35 hours per week 1820 hours per year).
14911	MgtPROF-Adm.Suppl.NonUnion1820	Administrative Supplement for non-unionized University support staff members with positions of an average of 35 hours per week 1820 hours per year).

2G	Support Non Union (reg) 2080	Non-unionized University support staff members with positions of an average of 40 hours per week (2080 hours per year).
14211	Mgmt And Prof. Non Union 2080	Non-unionized University support staff members (Management and Professionals) with positions of an average of 40 hours per week (2080 hours per year).
14221	Admin.Support.Non Union 2080	Non-unionized University support staff members (Administrative Support) with positions of an average of 40 hours per week (2080 hours per year).
14921	MgtPROF-Adm.Supl.NonUnion2080	Administrative Supplement for non-unionized University support staff members with positions of an average of 40 hours per week (2080 hours per year).
2H	Support SSUO (term) 1820	Term members of SSUO who work an average of 35 hours per week (1820 hours per year).
34110	Term Mgmt and Prof. SSUO 1820	Term members of SSUO (Management and Professionals) who work an average of 35 hours per week (1820 hours per year).
34120	Term Admin. Support SSUO 1820	Term members of SSUO (Administrative Support) who work an average of 35 hours per week (1820 hours per year).
34130	Term TechnicTECHNO SSUO 1820	Term members of SSUO (Technicians and Technologists) who work an average of 35 hours per week (1820hours per year).
34140	Term General Support SSUO 1820	Term members of SSUO (General Support work) who work an average of 35 hours per week (1820 hours per year).
34150	Acting Pay SSUO 1820	Acting pay for term members of SSUO who work an average of 35 hours per week (1820 hours per year).
2I	Support SSUO (term) 2080	Term members of SSUO who work an average of 40 hours per week (2080 hours per year).
34220	Term Admin. Support SSUO 2080	Term members of SSUO (Administrative Support) who work an average of 40 hours per week (2080 hours per year).
34250	Acting Pay SSUO 2080	Acting pay for term members of SSUO who work an average of 40 hours per week (2080 hours per year).
2J	Support SSUO (term) 1885	Term members of SSUO who work an average of 36.25 hours per week (1885 hours per year).
34320	Term Admin. Support SSUO 1885	Term members of SSUO (Administrative Support) who work an average of 36.25 hours per week (1885 hours per year).
34350	Acting Pay SSUO 1885	Acting pay for term members of SSUO who work an average of 36.25 hours per week (1885 hours per year).
2K	Support PIPS (term) 1820	Term members of PIPS who work an average of 35 hours per week (1820 hours per year).
34410	Term Mgmt and Prof. PIPS	Term members of PIPS (Management and Professionals) who work an average of 35 hours per week (1820 hours per year).
34430	Term TechnicTECHNO PIPS	Term members of PIPS (Technicians and Technologists) who work an average of 35 hours per week (1820 hours per year).
34450	Acting Pay PIPS	Acting pay for term members of PIPS who work an average of 35 hours per week (1820 hours per year).
2L	Admin Support Non Union (term) 1820	Non-unionized University term support staff members who work an average of 35 hours per week (1820 hours per year).
34111	TermMgmt and Prof.NonUnion1820	Non-unionized University term support staff members (Management and Professionals) who work an average of 35 hours per week (1820 hours per year).
34116	TermMgtAndProf.Stud.NonUni1820	Non-unionized University term support staff members (Students working as Management or Professionals) who work an average of 35 hours per week (1820 hours per year).
34121	Term Admin.SupportNonUnion1820	Non-unionized University term support staff members (Administrative Support) who work an average of 35 hours per week (1820 hours per year).
34131	Term TechnicTECHNO Non Union 1820	Non-unionized University term support staff members (Technicians and Technologists) who work an average of 35 hours per week (1820 hours per year).
34126	TermAdmin.Sup.Stu.NonUnion1820	Non-unionized University term support staff members (Students working as Administrative Support) who work an average of 35 hours per week (1820 hours per year).
34141	Term Gen.Support Non Union1820	Non-unionized University term support staff members (General support work) who work an average of 35 hours per week (1820 hours per year).
34142	TermGenSupp Non Un.-15hrs/wk	Non-unionized University term support staff members (General support work) who work less than 15 hours per week.
34146	Term Gen.Sup.Stu. NonUnion1820	Non-unionized University term support staff members (Students performing general support work) who work an average of 35 hours per week (1820 hours per year).
34151	Acting Pay Non Union 1820	Acting pay for non-unionized University term support staff members who work an average of 35 hours per week (1820 hours per year).
2M	Admin Support Non Union (term) 2080	Non-unionized University term support staff members who work an average of 40 hours per week (2080 hours per year).
34221	Term AdminSupport NonUnion2080	Non-unionized University term support staff members (Administrative Support) who work an average of 40 hours per week (2080 hours per year).
34226	TermAdminSup.Stu. NonUnion2080	Non-unionized University term support staff members (Students working as administrative support) who work an average of 40 hours per week (2080 hours per year).

34251	Acting Pay Non Union 2080	Acting pay for non-unionized University term support staff members who work an average of 40 hours per week (2080 hours per year).
2N	Power Plant (772A) (Reg)	Regular members of 772A.
14500	Power Plant	Regular members of 772A.
2O	Trades (772B) (Reg)	Regular members of 772B.
14600	Trades	Regular members of 772B.
2P	Power Plant (772A) (Term)	Term members of 772A.
34500	Term Power Plant	Term members of 772A.
2Q	Trades (772B) (Term)	Term members of 772B.
34600	Term Trades	Term members of 772B.
3A	CUPE Students	Students covered by the CUPE collective agreement.
35010	Ugrad-T.A.-Dem.-Lab Mon.-CUPE	Undergraduate student working as a Teaching Assistant, Demonstrator or Lab Monitor as per CUPE collective agreement.
35011	Ugrad-Corrector-CUPE	Undergraduate student working as a Corrector as per CUPE collective agreement.
35012	Ugrad-Tutor-CUPE	Undergraduate student working as a Tutor as per CUPE collective agreement.
35013	Ugrad-Proctor-CUPE	Undergraduate student working as a Proctor as per CUPE collective agreement.
35014	Ugrad-Research Asst-Can-CUPE	Undergraduate Canadian student working as a Research Assistant as per CUPE collective agreement, paid from operating funds.
35015	Ugrad-Research Asst-Visa-CUPE	Undergraduate non-resident student working as a Research Assistant as per CUPE collective agreement, paid from operating funds.
35017	Masters-T.A.-Dem.-LabMon.-CUPE	Masters student working as a Teaching Assistant, Demonstrator or Lab Monitor as per CUPE collective agreement.
35018	Masters-Corrector-CUPE	Masters student working as a Corrector as per CUPE collective agreement.
35019	Masters-Tutor-CUPE	Masters student working as a Tutor as per CUPE collective agreement.
35020	Masters-Proctor-CUPE	Masters student working as a Proctor as per CUPE collective agreement.
35021	Masters-Res. Asst-Can-CUPE	Masters Canadian student working as a Research Assistant as per CUPE collective agreement, paid from operating funds.
35022	Masters-Res. Asst-Visa-CUPE	Masters non-resident student working as a Research Assistant as per CUPE collective agreement, paid from operating funds.
35023	Doc-T.A.-Dem.-Lab Mon.-CUPE	Doctorate student working as a Teaching Assistant, Demonstrator or Lab Monitor as per CUPE collective agreement.
35024	Doc-Corrector-CUPE	Doctorate student working as a Corrector as per CUPE collective agreement.
35025	Doc-Tutor-CUPE	Doctorate student working as a Tutor as per CUPE collective agreement.
35026	Doc-Proctor-CUPE	Doctorate student working as a Proctor as per CUPE collective agreement.
35027	Doc-Research Asst-Can-CUPE	Doctorate Canadian student working as a Research Assistant as per CUPE collective agreement, paid from operating funds.
35028	Doc-Research Asst-Visa-CUPE	Doctorate non-Canadian student working as a Research Assistant as per CUPE collective agreement, paid from operating funds.
3B	CUPE Non Students	Non-students hired to fill a CUPE position, as per article 6.1 of the CUPE collective agreement.
35016	Ugrad-Non-Student-CUPE	Non-students who hold an undergraduate degree and who are hired to fill any CUPE position.
35029	Gr-NonSt-T.A.-Dem-LabMon.-CUPE	Non-students who hold a graduate degree and who are hired to fill a CUPE Teaching Assistant, Demonstrator or Tutor position.
35030	Grad Non-StudentCorrector-CUPE	Non-students who hold a graduate degree and who are hired to fill a CUPE Corrector position.
35032	Grad-Non-Student-Proctor-CUPE	Non-students who hold a graduate degree and who are hired to fill a CUPE Proctor position.
35033	Grad-Non-Student-Tutor-CUPE	Non-students who hold a graduate degree and who are hired to fill a CUPE Tutor position.
35034	Grad-Non-Student-Res.Asst-CUPE	Non-students who hold a graduate degree and who are hired to fill a CUPE Research Assistant position, paid from operating funds.
3C	Work Study Students	Students hired through the Financial Aid and Awards Work-Study Program on a term basis.
36500	Work Study-Term	Students hired through the Financial Aid and Awards Work-Study Program on at term basis.
3D	Bursary CUPE	Graduate students who receive a bursary from monies awarded to a professor or a group of professors by an external agency and who are assigned a duty, assignment or activity as a condition of receiving the bursary (as defined in the Letter of Agreement between the University of Ottawa, CUPE 2626 and CUPE 2626-1).
37012	Term S.F.Res.Bursary Mast Can.	Canadian masters students who receive a bursary from monies awarded to a professor or a group of professors by an external agency and who are assigned a duty, assignment or activity as a condition of receiving the bursary (as defined in the Letter of Agreement between the University of Ottawa, CUPE 2626 and CUPE 2626-1).

37013	Term S.F.Res.Bursary Mast Visa	Non-resident masters students who receive a bursary from monies awarded to a professor or a group of professors by an external agency and who are assigned a duty, assignment or activity as a condition of receiving the bursary (as defined in the Letter of Agreement between the University of Ottawa, CUPE 2626 and CUPE 2626-1).
37022	Term S.F.Res.Bursary Doc Can.	Canadian doctoral students who receive a bursary from monies awarded to a professor or a group of professors by an external agency and who are assigned a duty, assignment or activity as a condition of receiving the bursary (as defined in the Letter of Agreement between the University of Ottawa, CUPE 2626 and CUPE 2626-1).
37023	Term S.F.Res.Bursary Doc Visa	Non-resident doctoral students who receive a bursary from monies awarded to a professor or a group of professors by an external agency and who are assigned a duty, assignment or activity as a condition of receiving the bursary (as defined in the Letter of Agreement between the University of Ottawa, CUPE 2626 and CUPE 2626-1).
4A	Retired Acad	Retired members of the academic staff.
37111	Retired Academic Staff	Members of the academic staff who take on a regular retirement.
37112	Early Retired Academic Staff	Members of the academic staff who take on an early retirement.
4B	Retired Support	Retired members of the support staff.
37211	Retired Support Staff	Members of the support staff who take on a regular retirement.
37212	Early Retired Support Staff	Members of the support staff who take on an early retirement.
4E	LTD Acad	Members of the academic staff who have been on Long Term Disability for over two years and who meet the "any occupation" definition. This category can only be assigned by the Human Resources Service.
37110	LTD Academic Staff	Members of the academic staff who have been on Long Term Disability for over two years and who meet the "any occupation" definition. This category can only be assigned by the Human Resources Service.
4F	LTD Support	Members of the support staff who have been on Long Term Disability for over two years and who meet the "any occupation" definition. this category can only be assigned by the Human Resources Service.
37210	LTD Support Staff	Members of the support staff who have been on Long Term Disability for over two years and who meet the "any occupation" definition. this category can only be assigned by the Human Resources Service.
5A	Casual Employees	Employees hired on a casual basis, i.e. who are awarded a one-time payment or who are paid on a hourly basis, through positive time reporting.
41010	Casual General Academic	Employees hired on a casual basis to perform general academic duties.
41012	1Time Pay-Lecturer APTPUO	Lecturers hired to teach a single lesson and who are covered by the APTPUO collective agreement.
41013	1Time Pay-Lecturer Non-APTPUO	Lecturers hired to teach a single lesson and who are not covered by the APTPUO collective agreement.
41015	Casual Gen. Academic Student	Students hired on a casual basis to perform general academic duties.
41016	1Time Pay APTPUO Student	Students hired to teach a single lesson and who are covered by the APTPUO collective agreement.
41017	1Time Pay- Non-APTPUO Student	Students hired to teach a single lesson and who are not covered by the APTPUO collective agreement.
44011	Casual General Support	Employees hired on a casual basis to perform general support duties.
44013	Casual Gen. Support Student	Students hired on a casual basis to perform general support duties.
46500	Work Study-Time Sheet	Students hired through the Financial Aid and Awards Work-Study Program on a casual basis (paid hourly).
5B	Professional Fees	Fee paid to an unincorporated vendor for work performed for the University (Employee vs contractor questionnaire needs to be completed).
41011	Professional Fees Academic	Fee paid to an unincorporated vendor for academic work performed for the University (Employee vs contractor questionnaire needs to be completed).
44010	Professional Fees Support	Fee paid to an unincorporated vendor for administrative work performed for the University (Employee vs contractor questionnaire needs to be completed).
5C	Bursary Non Finance	Bursary paid to students by a faculty.
37010	Term Scholarship Can	Bursary paid to Canadian students by a faculty.
37011	Term Scholarship Visa	Bursary paid to non-resident students by a faculty.
5D	Non Resident	Placeholder for possible future use - not applicable for now.
	No Pclass associated	
5E	Non Paid Person	Groups of persons who are not receiving a salary from the University but are set up as employees for administrative and/or reporting purposes.
31150	Non-Paid Visiting Teaching	a. The appointee is a recognized scholar or artist whose presence will enhance the breadth or quality of the University's teaching activities; b. The appointee holds a continuing appointment, or has established a career, outside the University of Ottawa, or has retired. c. The appointee is not paid.

31160	Non-Paid Visiting Research	a. The appointee is a recognized scholar or artist whose presence will enhance the breadth or quality of the University's research activities; b. The appointee holds a continuing appointment, or has established a career, outside the University of Ottawa, or has retired. c. The appointee is not paid.
31180	Adjunct Professor	A scholar, an artist or a professional may be appointed as an adjunct professor in an academic unit for the purpose of performing a specific and valuable academic function - such as supervising internships, research or theses, or conducting seminars, workshops or special classes - which is not in the circumstances performed by members of the academic staff.
31502	University Chair	University Research Chairs, established to recognize outstanding accomplishments in research by University of Ottawa professors who maintain a solid teaching record, and to provide financial support for research programs of the awardees.
37114	Retired Special Agreement Acad	Retired academic staff members with whom a special agreement has been negotiated with the University.
37214	Retired Special Agree. Support	Retired support staff members with whom a special agreement has been negotiated with the University.
37320	Board Member	Members of the University's Board of Governors.
NP001	Non-Paid	People who are not paid by the University.
NPDEF	Deffered	Former University of Ottawa employee who has left their pension plan with the University.
NPPEN	Pensionner	Non-employee receiving a pension benefit from the University (e.g. spouse of a deceased employee; former employee receiving pension benefits from their deferred pension plan).
NPINS	Non-Paid Insured	A former employee who still holds life insurance with the University.
5F	Pay Master	People who are not University employees and with whom we have a paymaster agreement, i.e. the University administers pay and benefits.
37500	Paymaster	People who are not University employees and with whom we have a paymaster agreement, i.e. the University administers pay and benefits.
5G	Other	Miscellaneous groups.
34161	Term Exec.InResid.NonUnion1820	The function of an Executive in Residence varies based on the individual, from teaching, and alumni relations to program management and speaking engagements. Executives in Residence provide students with access to valuable insight into current affairs and expose them to their real life business experiences in various fields of business.