

MEMORANDUM OF UNDERSTANDING

Preamble

The purpose of this Memorandum of Understanding (MOU) is to provide a foundation and framework for closer collaboration between the Humber Institute of Technology and Advanced Learning (herein referred to as the College) and the Humber Retirees' Association (HRA) for their mutual benefit. It is based on the recognition of retirees – whether faculty, administration, or support staff – as continuing and valued members of the College community. It addresses ways that the College can maintain and enhance its relationships with retirees and ways that retirees may participate more fully in the life of the College and contribute to the achievement of its aims and objectives. This MOU reflects the mutual intentions of the two parties to foster greater retiree involvement. It does not alter any existing legal rights and obligations that may exist.

Now therefore, and in consideration of the mutual promises and covenants expressed herein, the parties agree as follows.

The College will:

1. Ensure that new retirees each year are made aware of the Association's existence and are given the HRA Membership brochure and other literature prior to leaving the college.
2. Facilitate communication and consultation with retirees with respect to College activities. The range of activities extends to:
 - a. Invitations to College events such as: the retirees' annual recognition dinner where a representative from the HRA is given the opportunity to address the new retirees.
 - b. The opportunity for the HRA to host retirement workshops at events such as Showcase.
 - c. Support stronger ties with Humber's Departments of Peoples and Culture and External Affairs and Professional Learning to ensure more communication with retirees.
 - d. Other events can be discussed on a case by case basis. (For example previously there was an opportunity for representation from the HRA at the President's Breakfast).
3. Provide printing and mailing of Association materials to retirees with a monetary limit agreed upon by both parties. An account will be established by the Vice President of Human Resources.
4. Provide office space (D154) and meeting space for Association meetings and functions at the College at no cost.
5. Provide complimentary parking for retirees attending Association or College functions at the college if available.

6. Maintain a mailing address at the College for use by the Association, as follows:

Humber College Retirees' Association, Main Receiving Office, Rm. NB-130, Humber Institute of Technology and Advanced Learning, 205 Humber College Blvd., Toronto, Ontario M9W 5L7.

7. Support the continuation of privileges offered by Humber departments to retirees, including free access to the Athletic Centre, Library Privileges, and reduced rates for Continuing Education classes.
8. Provide the following services:
 - a. Handling of the HRA financial accounts
 - b. Handling of the Humber Retirees Association Bursary(#2808) and the Humber Retirees Association Scholarship(#6401).
 - c. Providing a re-direct to the HRA website from Humber's website

The Retirees Association will:

1. Celebrate the achievement of College students through support for student bursaries, scholarships and other awards.
2. Encourage its retirees to assist with the ongoing documentation of the College's history and archives.
3. Encourage its retirees to act as ambassadors to the community on behalf of the College.
4. Act as a source of social and professional networking for retirees.
5. Enhance communication to the College community about the activities and accomplishments of retired members.
6. Share with HRA members information regarding Humber events that are open to the public.

Neither the Retirees' Association nor its members shall use the logos of the College unless such use has been authorized in writing in accordance with the College's Marketing and Communications Office. The Association is obligated to use its own logo in all correspondence, advertising and marketing information.

Any changes to this Memorandum of Understanding will be by mutual consent.

Approved: (*formally signed copy retained in HRA files)

Humber College

Jennifer O'Brien
VP Peoples and Culture

January 17, 2024
Date

Humber Retirees Association

Jane Clifton
Chair

January 22, 2024
Date