

TORONTO METROPOLITAN UNIVERSITY COMMON ABBREVIATIONS

A

AAA Policy	Appointment of Academic Administrators (Also called “Triple A Policy”)
ABRT	Assessing Behavioural Risk Team
ADM	Assistant Deputy Minister
AMS	Applicant Management System (being phased out and replaced by eHire)
APAG	Academic Plan Advisory Group
ARC	Anti-Racism Coalition
ATB	Across the Board salary increase
AVPI	Assistant Vice-President, International
AVPUR	Assistant Vice-President, University Relations

B

BIP	Budget Incentive Program (Carry forward)
BIU	Basic Income Unit

C

CAC	Counsellor Appointments Committee
CCS	Computing and Communications Services
CDAL	Chair, Director Administrative Leave
CDI	Career Development Increment (RAF Only)
CESAX	Continuing Education Students' Association of X University
CFO	Chief Financial Officer
CHRO	Chief Human Resources Officer
CLAC	Composition of Contract Lecturer Appointment Committee
CS	The Creative School
CSS	Community Safety and Security
CTO	Compensating Time Off
CUE	Centre for Urban Energy
CUPE	Canadian Union of Public Employees
CUPE 233	Maintenance and Trades employee union (sometimes referred to as “M&T”)
CUPE 3904	Unit 1 Sessional and Part-time Instructors union (sometimes referred to as “CUPE

1” or “Unit 1”)

CUPE 3904 Unit 2 Evening Instructors (Chang School of Continuing Education; sometimes referred to as “CUPE 2” or “Unit 2”)

CUPE 3904 Unit 3 Teaching Assistants, Graduate Assistants, Lab Monitors & Exam Invigilators (sometimes referred to as “TA/GA’s”, “CUPE 3” or “Unit 3”)

D

DCC	Daphne Cockwell Health Sciences Complex
DEC	Departmental Evaluation Committee (for RFA)
DHC	Departmental Hiring Committee (for RFA)
DM	Deputy Minister
DMZ	Digital Media Zone
DMZV	DMZ Ventures
DOA	Director of Administration

E

eAppoint	System used for decentralized contract entry (a service of eHR)
ECI	Equity and Community Inclusion
eHire	System used for decentralized recruitment and hiring (a service of eHR)
eHR	HR system used by the University for most system-based functions; based on Oracle PeopleSoft
ERPC	Employee Relations and Pensions Committee
EHS	Environmental Health and Safety
EHSS	Environmental Health & Safety (EHS) and Security (department)
ESL	English as a Second Language
eWaiver	System used for tuition waiver requests by employees (a service of eHR)

F

FOA	Faculty of Arts
FCP	Federal Contractors Program
FCS	Faculty of Community Services
FEAS	Faculty of Engineering and Architectural Sciences
FFTE	Fiscal Full-Time Equivalent
FIPPA	Freedom of Information and Protection of Privacy Act

FOS	Faculty of Science
FMD	Facilities Management and Development
FPC	Faculty Promotion Committee
FS	Financial Services
FT	Full-Time
FTC	Faculty Tenure Committee
FTCE	Full-time Career Employee
FTE	Full-Time Equivalent

G

GA	Graduate Assistant
GAAP	Generally Accepted Accounting Principles
GCBS	General Counsel and Board Secretariat
GL	General Ledger
GPSS	Graduate and Professional Student Survey

H

HRMC	Human Resources Management Consultant
HRMS	Human Resources Management System
HRS	Human Rights Services

I

IEWAS	Integrated Employee Well Being and Accommodation Services
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J

JD	Job Description
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L

LAC	Library Appointments Committee
LGIC	Lieutenant-Governor-in-Council
LASL	Lincoln Alexander School of Law
LTD	Long Term Disability
LTF	Limited Term Faculty
LTO	Learning & Teaching Office
LTT	Long Term Temporary

M

MAC	Management and Confidential employee group
MAC	Mattamy Athletic Centre
Markview	Financial Services invoice review & approval system
MOU	Memorandum of Understanding
MYA	Multi-Year Agreement

N

NASM	Net Assignable Square Metres
NGO	Non-Governmental Organization
NUC	Non Union Casual
NSSE	National Survey of Student Engagement

O

OAC	Ontario Academic Credit
OEE	Organizational & Employee Effectiveness
OGF	Oracle Government Financials (Financial Services system)
OPSEU	Ontario Public Sector Employees Union
ORS	Office of Research Services
OSAP	Ontario Student Assistance Program
OSSD	Ontario Secondary School Diploma
OTO	One Time Only

P

PAF	Personnel Action Form
PAL	Post Administrative Leave
PAQ	Position Analysis Questionnaire (used for MAC positions)
PCF	Performance and Conduct File (not kept in HR)
PDF	Professional Development Fund (for RFA & CUPE unit 1 members administered by Financial Services)
PDF	Post-Doctoral Fellow
PDQ	Position Description Questionnaire
POI	Person of Interest
PSE	Post-Secondary Education

PT&S	CUPE 3904, Unit 2 Part-time & Sessional Instructors
PTR	Progression through the range increase
PYE	Partial Year Employee (employees with pre-defined work/non-work periods)
PT	Part-Time
PVPA	Provost and Vice-President, Academic

R

RA	Research Assistant
RAAC	Ryerson Accessibility Advisory Committee
Req	Position and Appointment Requisition (also referred to as “PAR”)
RFA	Ryerson Faculty Association
RGSU	Ryerson Graduate Students' Union
RRPP	Ryerson Retirement Pension Plan
RSU	Ryerson Students' Union
RTA	School of Radio and Television Arts

S

SAF	Separation Approval Form
SAS	Student Administration System (sometimes referred to as “SA” or “RAMSS”)
Self Service	System-based employee functionality in eHR includes time reporting, absence requests, pay advice, T4s, direct deposit, personal information updates, etc. (sometimes referred to as “SS” or “ESS”)
SRC	Scholarly, Research and Creative Activities
STT	Short Term Temporary

T

TA	Teaching Assistant
TAGA	System for hiring Teaching & Graduate Assistants (being phased out by eHire)
TAI	Teaching Assignment Initiative
TAM	Talent Acquisition Manager
TC	Total Compensation
TESP	Total Earnings Supplemental Plan
The Chang School	The G. Raymond Chang School of Continuing Education
TMU	Toronto Metropolitan University

TRSM Ted Rogers School of Management

U

UA University Advancement

UBS University Business Services

UPK User Productivity Kit (system used to house on-line training for system and web based applications)

UPO University Planning Office

V

VPAO Vice-President, Administration and Operations

VPECI Vice-President, Equity and Community Inclusion

VPFA Vice-Provost, Faculty Affairs

VPRI Vice-President, Research and Innovation

VPS Vice-Provost, Students

VPUA Vice-President, University Advancement and Alumni Relations

THIRD PARTY ORGANIZATIONS

CAUT	Canadian Association of University Teachers
CAUBO	Canadian Association of University Business Officers
CCOU	Council of Chairs of Ontario Universities
CFI	Canada Foundation for Innovation
CFS	Canadian Federation of Students
CFS-O	Canadian Federation of Students - Ontario
CIFAR	Canadian Institute for Advanced Research
CIHR	Canadian Institute of Health Research
COU	Council of Ontario Universities
COUS	Council of Ontario University Secretaries
CSRDE	Consortium for Student Retention Data Exchange
CUDO	Common University Data Ontario
CURIE	Canadian Universities Reciprocal Insurance Exchange
CUSC	Canadian Undergraduate Survey Consortium
FSCO	Financial Services Commission of Ontario
HEQCO	Higher Education Quality Council of Ontario
MTCU	Ministry of Training, Colleges and Universities
NAUBCS	National Association of University Board Chairs and Secretaries
NRC	National Research Council of Canada
NSERC	Natural Sciences and Engineering Research Council of Canada
OCAV	Ontario Council of Academic Vice-President
OCGS	Ontario Council of Graduate Studies
OCUFA	Ontario Confederation of University Faculty Associations
OUAC	Ontario Universities' Application Centre
SSHRC	Social Sciences and Humanities Research Council of Canada
UC	Universities Canada (Updated)