

LETTER OF UNDERSTANDING

between

THE BOARD OF GOVERNORS OF ALBERTA UNIVERSITY OF THE ARTS

and

THE ALBERTA UNIVERSITY OF THE ARTS FACULTY ASSOCIATION

Re: Faculty Evaluation Procedure for the 2022/2023 Academic Year

The University has identified the need to alter the Faculty Evaluation Procedure (400.18.01) and is consulting with the Association regarding potential changes to the Procedure. In order to facilitate meaningful consultation between the University and the Association, and to give full consideration to input provided by faculty members, the University and the Association agree to a modified faculty evaluation procedure for the 2022/2023 academic year as outlined in this letter of understanding.

Permanent Faculty Evaluations

1. Non-probationary permanent faculty scheduled for a formal evaluation for work performed in the 2021-22 academic year shall receive an informal evaluation. A satisfactory informal evaluation will be used to determine grid movement for faculty members who are eligible for one (1) increment in accordance with Article 22: Salary Administration.
2. Non-probationary permanent faculty who are due for a formal evaluation may still request one. Requests must be received by the Associate Dean, Undergraduate Studies no later than October 31, 2022 to ensure the University can process salary grid movement in a timely fashion.
3. The Associate Dean, Undergraduate Studies will respond to faculty members' request for evaluation with confirmation of the schedule for completing of the evaluation. The evaluation may not be completed by November 15, 2022, but in any event, will be completed by June 30, 2023.

Sessional Faculty Evaluations

4. Sessional faculty will not receive a formal evaluation or an interim evaluation for the 2022 calendar year unless they submit a written request to the Associate Dean, Undergraduate Studies by February 1, 2023, outlining the reasons for their evaluation request.
5. The Associate Dean, Undergraduate Studies will respond to faculty members' request for evaluation with confirmation of the schedule for completing the evaluation. The evaluation may not be completed by April 1, 2023, but in any event, will be completed by April 30, 2023.
6. Sessional faculty are expected to submit their annual report for the 2022 calendar year by February 1, 2023, in accordance with the Faculty Evaluation Procedure.

Probationary Faculty Members

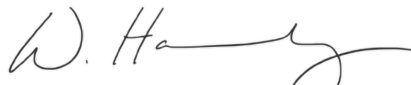
7. Probationary faculty members shall receive a formal evaluation in accordance with the Faculty Evaluation Procedure.

Faculty Evaluation Procedure

8. The University agrees to complete the review of the Faculty Evaluation Procedure (400.18.01) by June 30, 2023.

The parties agree this letter of understanding is without prejudice. This letter of agreement expires effective June 30, 2023.

Signed on behalf of:



Alberta University of the Arts

Wendy Harding

Print Name

October 25, 2022

Date



Faculty Association

Natali Rodrigues

Print Name

October 26, 2022

Date