

LETTER OF UNDERSTANDING  
between  
THE ALBERTA COLLEGE OF ART AND DESIGN BOARD OF GOVERNORS  
and  
THE ALBERTA COLLEGE OF ART AND DESIGN FACULTY ASSOCIATION

**Re: Mentor/Supervisor Workload for Graduate Studies**

Following discussions with ACADFA, the College has agreed that this Letter of Understanding will serve as a provisional means of compensating faculty who undertake Studio Graduate Mentorship during Fall/Winter 2015-16. Both parties recognize the desirability of accumulating credit toward release time for faculty undertaking Graduate Supervision and Mentorship as a means of maintaining the currency of faculty teaching graduate studies while recognizing the time commitment of such work.

While this Letter of Understanding is in effect, the following shall apply:

Any qualified Faculty Member ("Member") may elect to undertake Graduate Studies Mentorship in consultation with the Director of Research and Graduate Studies and the relevant School Chair(s), and as assigned/approved by the AVPRAA.

With the agreement of the Member, a Member may be assigned as a Graduate Student Mentor for Fall/Winter 2015-16. A Mentor is required to meet with graduate students throughout the Fall/Winter 2015-16 academic terms. In the context of these meetings, a Mentor's duties include providing students with direction and guidance regarding their experience at ACAD generally, regarding their progress through the MFA program's intensive course work specifically, and regarding their consideration and securing of a Supervisor.

A Member who has agreed to Mentorship duties shall meet with one graduate student for an average of one hour per week during Fall/Winter 2015-16. While the precise number of hours per week may vary, no Mentor shall be required to spend more than 30 hours in Fall/Winter 2015-16 meeting with graduate students in these designated meeting times.

Mentors shall be paid a stipend of \$3,400 in compensation for agreeing to undertake these duties (prorated for less than 30 hours in the case of shared/split mentorship arrangements).

Studio Supervision:

A studio supervisor is the individual chiefly responsible for guiding a graduate student through their program, including the development and completion of a thesis.

No Graduate Studio Supervision will be assigned or acknowledged until such time as ACADFA and the College reach an agreement with regard to workload and compensation for such work.

By mutual Agreement, this Letter of Understanding remains in effect until June 30, 2016.

Signed on behalf of:



Alberta College of Art and Design

Oct 20, 2015

Date



Faculty Association

Oct-20/15

Date