

LETTER OF UNDERSTANDING

between

THE BOARD OF GOVERNORS OF THE ALBERTA COLLEGE OF ART + DESIGN

and

THE ALBERTA COLLEGE OF ART + DESIGN FACULTY ASSOCIATION

Re: Academic Appointments

It is accepted that:

- Academic Administrators should hold academic appointment in an appropriate school, and
- Such appointments reflect the expectation that Academic Administrators require substantial academic and administrative background and achievements in order to lead effectively

For the purpose of this Letter of Understanding, "Academic Administrators" means persons who would be members of the Faculty Association if they did not hold administrative positions that exclude them from the Faculty Association. These positions are exempt from the Faculty Association collective agreement during the term of the administrative appointment. All terms and conditions associated with the term of the Academic Administrator's appointment shall be in accordance with the respective employment procedure.

The following academic administrative positions normally require academic appointment:

- Vice-President, Research + Academic
- Associate Vice-President, Academics + Instructional Affairs
- Director, Research + Graduate Studies
- Chair, School of Craft + Emerging Media
- Chair, School of Visual Arts
- Chair, School of communication Design
- Chair, School of Critical + Creative Studies

Other administrative positions, such as Director, Library Services; Director, Exhibition; and Director, Student Recruitment + Retention, may qualify for academic appointment, depending on the qualifications of the appointees, and subject to the agreement of the Board of Governors and Faculty Association. Determination of this must be made prior to the signing of the agreement contract.

Academic administrative appointments are made by the President + CEO and will comply with established procedures. The President + CEO retains the right to alter appointment procedures in extenuating circumstances (e.g. timing, inability of departments to meet, etc.). Faculty Association members retain the right to refuse their appointment to an Academic Administrative position.

Academic Administrators shall hold an appointment within a particular school and must in all respects meet standards for appointment. When a candidate for an Academic Administrative position is recruited externally, the Hiring Guidelines for Permanent Faculty will apply, supplemented by additional criteria as required. The President + CEO shall retain final decision making authority regarding approval or rejection of the recommended appointment. The evaluation procedure and probationary period for these externally recruited permanent faculty accepting Academic administrative positions shall follow the criteria set out in the Faculty Evaluation procedure (under revision) for the duration of the secondment to the role of Academic

