

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: Limited Term Appointments

Limited term appointments (LTA) are offered to Non-Teaching Faculty and Visiting Faculty with work assignments of a limited duration, typically no more than two years.

Definitions

Visiting Faculty –are distinguished practitioners in the field of the program into which they are hired, and are intended to diversify program curriculum, bringing expertise, experience, and perspectives that might be unavailable to the college under other circumstances. Duties include teaching, but may have a particular emphasis on research and service.

Non-Teaching Faculty – hold positions that exclude teaching duties but are academic and/or curricular in nature and as such require skills, qualifications, and experience consistent to faculty credentials.

Principles

1. An LTA position will be determined by agreement between ACAD and ACADFA.
2. LTAs may be created to facilitate providing the college with additional competencies and expertise.
3. LTAs will have responsibilities and duties that are academic and/or curricular in nature and require skills, qualifications, and experience consistent to Faculty credentials.
4. The hiring guideline for LTAs will follow the guideline for Non-Teaching Faculty positions, with the exception of Visiting Faculty positions, for which the sessional hiring guideline will be followed.
5. Specific responsibilities, duties, and evaluation period will be outlined in the offer of employment; the total workload expectations of which will be agreed upon between ACADFA and the College, if not already covered by the Collective Agreement in Article 10.
6. Faculty Evaluation categories will reflect the outlined responsibilities and duties for the LTA. Evaluation will be carried out with respect to the Faculty Evaluation procedure, however the evaluation period and evaluation itself will be coordinated with respect to the appointment period.
7. Should an incumbent with a Non-Teaching Faculty LTA wish to teach, the sessional hiring guideline will apply. If successful, a separate but concurrent sessional contract will be offered and all relevant procedures and articles in the Collective Agreement pertaining to sessional Faculty will apply.

8. Entitlement to annual leave will follow Articles 12.01, 12.02, 12.03, and 12.04, and 12.06 where applicable for Non-Teaching Faculty in the Collective Agreement, except in cases where the LTA is one year or less in duration in which case Article 12.05 will be applied for annual vacation leave entitlement calculation.
9. Appointments will be no more than two (2) years in duration. Extension beyond a two (2) year period as a limited term will be by agreement between ACAD and ACADFA.
10. Visiting Faculty will be considered as sessional Faculty for the purposes of ratio calculation as per Article 8.02(b)(v) of the Collective Agreement. Non-Teaching LTAs are excluded from the ratio calculation.
11. LTAs will be remunerated on Schedule A of the Collective Agreement and benefits will be provided consistent with the terms and conditions in force between the College and the benefit provider.
12. Current sessional Faculty are eligible to apply for LTAs.

This Letter of Understanding remains in force and with agreement up to and including June 30, 2016. Any LTA employment agreements in force as at June 30, 2016 will remain in effect for the duration of the employment agreement.

Signed on behalf of:



Alberta College of Art and Design



Print Name

Date

Jan. 19, 2016



Faculty Association



Print Name

Date

Jan. 21/16