

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: Articles 10.03 and 10.07 a) of the Collective Agreement**

This Letter of Understanding replaces Articles 10.03 and 10.07 a) of the Collective Agreement.

The College recognizes a course as a discrete unit of work for the purposes of Workload assignment. Hours of in-person classroom contact may vary from course to course, according to program requirements and Academic Council mandate.

ACADFA and the College recognize that course credit weights and contact hours may be revised during the term of this agreement. Impacts upon the agreement will be discussed when relevant.

Definitions

Course – For the purposes of this agreement, a course is a series of distinct classes delivered to a single, consistent group of students within one term which, cumulatively, provide students with the opportunity to attain the credits attached to a single specific entry in the ACAD course calendar. Course credit weight of 3.0 and above is a measure of student workload, not faculty workload, and is determined by Academic Council.

Nevertheless, courses of 1.5 credits will be considered half courses, i.e. pro-rated in relation to these single courses of 3+ credits with respect to workload and compensation.

Until such time as they are revised for consistency with the College's other courses, any 6-credit course in Glass is understood to be 2 courses. Should such a course be taught by a single faculty member, the member will be credited with having taught 2 courses for the purposes of workload calculation. When such a course is shared between 2 faculty members, the members will be credited with having taught 1 course each, for the purposes of workload calculation.

A studio course is of any duration up to 90 contact hours. Courses offered through the School of Critical and Creative Studies are of any duration up to 45 contact hours.

For the purposes of this agreement, each discrete section of a course taught is one course.

"Combined courses" or multiple courses of low enrollment with sufficiently comparable content that they might be taught simultaneously, should the Member agree to do so, are a single course for the purposes of workload allocation.

Until such time as the College and the Association agree upon Collective Agreement language, online instruction cannot be assigned.

