

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.

10.03 a) Permanent full-time faculty

Workload shall include all responsibilities as described in Article 10.01.

- i) Full-time faculty shall not be required to teach in excess of 6 courses per academic year. A full-time workload is 3 courses per semester unless agreed in writing as below.
- ii) Full-time faculty shall not be required to teach in excess 3 courses in one academic term except by written agreement with the instructor.
- i) Full-time faculty teaching studio courses shall not be required to teach in excess of 540 contact hours per academic year.
- ii) Full-time faculty teaching studio courses shall not be required to teach in excess of eighteen (18) contact hours per week.
- iii) Full-time faculty teaching School of Creative and Critical Studies courses shall not be required to teach in excess of 270 contact hours per academic year.

Full-time faculty teaching School of Creative and Critical Studies courses shall not be required to teach in excess of nine (9) contact hours per week

- iv) Full-time faculty teaching School of Creative and Critical Studies courses with an enrollment in excess of 50 students are entitled to marking/grading support.

b) Permanent part-time faculty

Workload shall include all responsibilities as described in Article 10.01.

- i) Part-time faculty teaching studio courses shall not be required to teach in excess of 270 contact hours per academic year, and in excess of eighteen (18) contact hours per week.
- ii) Part-time faculty teaching School of Creative and Critical Studies courses shall not be required to teach in excess of 135 contact hours per academic year, and in excess of nine (9) contact hours per week.

c) Contracts for Sessional Instruction

Workload shall include all responsibilities as described in Article 10.01, but shall only be assigned during the contract term.

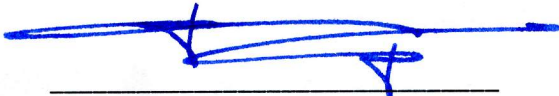
Sessional faculty teaching School of Creative and Critical Studies courses with an enrollment in excess of 50 students are entitled to marking/grading support.

10.07 a) Permanent full-time faculty

Full-time permanent faculty may apply for a temporary teaching load increase, subject to the approval of the AVPRAA¹ or designee, and based on the availability of additional work. Additional courses will be paid on a pro-rata basis for the specified time according to Schedule B. No permanent faculty will be permitted to teach more than 8 credit courses (as defined in 10.03) during the combined fall and winter semesters. No full-time permanent studio faculty will be permitted to teach more than 720 contact hours or in excess of twenty-four (24) hours during the combined fall and winter semesters. No full-time permanent School of Creative and Critical Studies faculty will be permitted to teach more than 10 credit courses (as defined in 10.03) during the combined fall and winter semesters. No full-time permanent School of Creative and Critical Studies faculty will be permitted to teach more than 450 contact hours or fifteen (15) hours per week during the combined fall and winter semesters.

This Letter of Understanding remains in force and with agreement up to and including June 30, 2016.

Signed on behalf of:



Alberta College of Art and Design

April 07, 2015
Date



Faculty Association

April 7/15
Date

¹ Change made to reflect the current ACAD structure as the VPRAA position is vacant.