

AMENDMENTS
TO THE
13TH COLLECTIVE AGREEMENT
[Articles 21, 25 and 26 –
Renegotiation Pursuant to Article 41.20]

BETWEEN

THE BOARD OF GOVERNORS OF
ACADIA UNIVERSITY

AND

THE ACADIA UNIVERSITY
FACULTY ASSOCIATION

01 JULY 2013 – 30 JULY 2014

Article 21.00 Remuneration of Employees

21.01 A salary grid incorporating the principles agreed appears as Appendix C for all full-time Employees and Appendix I for part-time Employees for each of the years of this Agreement, with effective dates as noted.

On 1 July of each year this Collective Agreement is in effect beginning in 2010, all Employees covered by Appendix C shall move up one (1) full grid step until the ceiling of the scale is reached.

21.02 Contractually Limited Term Appointments

During the term of this Agreement it is understood that all Employees on Contractually Limited Term Appointments (Article 10.08 and Article 50.08) where the number of months worked in any academic year is less than twelve (12), shall receive salaries that are a fraction (where the numerator is the number of months worked and the denominator is twelve) of the appropriate grid salary in Appendix C.

21.03 Retroactive Salary

Retroactive salary increases for Employees shall be distributed no later than the end of the month which follows the signing of the Agreement.

21.04 Per Course Payment

Effective 1 July 2010, the per course payments shall be 1/10 of step 1 of the Lecturer scale, in accordance with Appendix H and I. Placement on the part-time grid shall be determined by precedence.

Per course payments are inclusive of vacation pay.

A course that is normally supplemented by a laboratory period shall be remunerated in accordance with article 17.32, up to a maximum of 1.5 times the above fee.

21.05 Online/Distance Education Courses

An Employee offering online/distance education courses during the period of this Agreement shall be remunerated according to the rate in Appendix H or I for each full credit course registrant.

21.07 Effective 1 July 2010 and for the remainder of this Collective Agreement, Employees serving as Heads shall, during the period they serve as Heads, receive a stipend in addition to their base salary, computed by the following formula:

\$2,000 per annum plus \$225 times the number of filled Tenure Stream, CLT and Instructor positions in their Department, excluding the Head. The Research Services Head in the Library shall receive a stipend of \$2,000 per annum plus \$225 times the number of full-time Academic Librarian positions.

21.08 Assistant Deans

Assistant Deans shall receive a stipend of \$2,000 each.

21.09 For Canada Research Chairs, the Board shall supplement the base salary associated with an Employee's rank and step with a stipend on an annual basis ranging from \$5,000 to \$15,000 for Tier 2 Chairs or from \$10,000 to \$30,000 for Tier 1 Chairs, pro-rated for partial years or months of service in the position. The stipend is in effect only for the period during which an Employee holds The Chair as funded by the Canada Research Chairs program.

Article 25.00 Professional and Personal Development Allowances

25.10 Professional Development Fund

On the recommendation of the Vice-President (Academic), the Board shall grant full tuition for courses taken as "professional development" offered by an institution other than Acadia University up to a maximum of \$1,500 in a three-year period (beginning at the date of first request) and continuing on that cycle as stated in this or previous Collective Agreements to a given Employee. The Board shall grant expenses incurred for courses, workshops, and seminars attended as professional development. The total sum expended by the University shall not exceed \$10,000 for any one year.

25.11 Grants for professional development shall not be accorded to Employees taking courses which may lead to a degree in their field of study.

25.20 Tuition Discounts

The tuition fees charged to the dependent children or spouse of a full-time Employee in respect of any or all credit courses taken at the University shall be one-half (0.5) of the standard fees.

25.21 To qualify for this benefit, a full-time Employee must be employed by the University during the academic year or term for which the allowance is being claimed.

25.30 Moving Expenses

Subject to the provisions of Article 13.03, the Board shall pay to new Employees their actual moving expenses up to the equivalent of:

- 1 month's salary if moving from within Nova Scotia
- 1.25 months' salary if moving from outside Nova Scotia but within the Maritime Provinces
- 1.5 months' salary if moving from outside the Maritime Provinces

25.31 In exceptional cases, and at the discretion of the Board, actual moving expenses may be paid.

25.32 Failure to fulfill the conditions as specified in the letter of appointment shall result in the reimbursement of moving expenses on a pro rata basis.

25.40 Beginning 1 July 2013, the Board shall pay to tenure-stream Professors and to Librarians with probationary or continuing appointments a minimum of \$3,500 in start-up funds upon their first day of employment.

25.54 Travel and Professional Allowance Fund

- For the fiscal year beginning 1 April 2010, the Board shall provide a sum equal to \$2,000 times the number of full-time Employees.
- For the fiscal year beginning 1 April 2011, the Board shall provide a sum equal to \$2,250 times the number of full-time Employees.
- For the fiscal year beginning 1 April 2012, the Board shall provide a sum equal to \$2,250 times the number of full-time Employees.
- For the fiscal year beginning 1 April 2013, the Board shall provide a sum equal to \$2,350 times the number of full-time Employees to be used in a manner consistent with responsibilities outlined in Article 17.01 – 17.07.

The Travel and Professional Allowance Fund for Full-time Employees shall be divided among Departments, Schools and the University Library in proportion to the number of filled full-time Employee positions in each.

For the fiscal year beginning 1 April 2013, each full-time Employee shall be eligible to claim, through the appropriate Department or School or through the University Library, expenses of up to \$2,350 and any unspent funds from the previous year. Unspent funds can only be carried forward one year.

Beginning in the fiscal year 1 April 2013, the Board shall provide a sum of \$12,000 as a Travel and Professional Allowance Fund for part-time Employees. The Travel and Professional Allowance Fund for part-time Employees shall be divided among Departments, Schools, and the Research Services Sector in proportion to the number of part-time Employee positions in each.

25.55

University Research Fund

The Board recognizes the necessity of supporting research at Acadia and has established a fund to support research by faculty members. A sum of \$150,000 shall be provided by the Board for the support of research in year four of the Collective Agreement and to be administered as follows.

The sum of \$150,000 shall be available for the 2013-2014 year of the contract for distribution to the faculties and the library. The monies shall be distributed by the allocating committee based on an open competition.

- (a) The funds shall be administered through the Office of Research and Graduate Studies which shall appoint a committee to allocate the funds. The committee shall consist of:
 - (i) Dean of Research and Graduate Studies (Chair);
 - (ii) two (2) members of each Faculty chosen from a pool of six (6) members of each Faculty, elected on an annual basis by the Faculty (elections to be held prior to 30 April for the subsequent academic year);
 - (iii) one (1) Librarian chosen from the Librarians by 30 April for the subsequent academic year.
- (b) No individual may serve on the committee during a competition in which the individual has a grant application before the committee.
- (c) There shall be two deadlines per year for the receipt of applications, namely:
 - (i) 15 October
 - (ii) 1 February

Decisions shall be announced by 15 November and 28 February respectively.

- (d) One-(1) year and two- (2) year awards may be made and the maximum amount of an award per project shall be \$5,000, and only one (1) award may be received in a given academic year. The one- (1) or two- (2) year period shall commence on the date of the letter of award notification. An individual who has received an award for a two- (2) year project may not apply for funding again until the end of the two- (2) year cycle. An automatic one- (1) year extension of deadlines shall be granted.

- (e) An individual who is eligible to apply for external funding from granting agencies may not receive funding from this source for more than three (3) years in a row unless an application has been made during that period to one (1) or more granting agencies. An individual who is eligible to apply for such external funding must make such an application before reapplying.
- (f) Subsequent requests to this fund must be accompanied by a brief report (one (1) page) on the results of the project funded by the previous award.
- (g) Application for funds must be made on Grant Application forms available from the Office of Research and Graduate Studies. Applications must also include an updated curriculum vitae of the applicant.
- (h) This Research Fund is available only to members of the bargaining unit and to Faculty appointees to the Board of Governors.
- (i) The monies in this fund are available on an academic year basis only, during the term of the Collective Agreement.
- (j) The committee appointed to review the applications shall determine the funding priorities and the evaluation process. The committee shall meet annually to set these priorities and determine the evaluation process. This meeting shall take place prior to the call for applications.
- (k) The funding priorities and the evaluation process shall be published with the call for applications by 15 September.
- (l) Each member of the committee shall complete the anonymous ranking score sheet in its entirety and provide comments for each application submitted, which shall be provided to the applicant.
- (m) By 31 March, Research and Graduate Studies shall submit a report to the president of AUFA outlining the disbursement of funds, specifically: the names of the successful applicants and the dollar value of the awards, the total number of applications, total value requested, the number of successful applicants, and the total amount awarded in each of the two annual competitions. The above information shall be broken down on a per faculty basis.

25.56

Departmental Scholarly Activities Fund

The University recognizes the necessity of supporting departmental scholarly activities that promote Acadia's role in the academic community and shall allocate Departmental Scholarly Activities Funds within the University budget. Starting on 1 April 2013, a sum of \$2,250 shall be provided to each Academic Unit and the Research Services Sector every fiscal year (1 April to 31 March next) to support departmental scholarly activities such as the hosting of academic conferences, hosting of visiting speakers, hosting of workshops, or execution of ongoing departmental seminar series. Unspent funds remain in departmental budgets and may be carried forward for up to one fiscal year.

25.57

Tri-council policy on eligible expenses shall apply to Articles 25.54, 25.55, and 25.56. Per diem allowances (including accommodation, meals, mileage, and incidental expenses) for travel shall be the rates established by the National Joint Council Travel Directive, Appendices B, C and D (www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php). Claims pursuant to this article shall be completed on a separate claim form denoting the per diem rates in effect.

Article 26.00 Group Insurance, Health and Dental Benefits

26.01 All Employees shall participate, when they become eligible, in all Group Insurance programs.

26.10 Life and Accidental Death and Dismemberment Insurance

The formula for application of insurance coverage as described in the policy of the most recently revised Group Insurance Programs for Acadia University shall be in force.

26.20 Health Care Benefits

The provisions described in the contract of the most recently revised Group Insurance Program for Acadia University shall be in force.

26.30 Long Term Disability Insurance

The provisions described in the Policy of the most recently revised Group Insurance program for Acadia University shall be in force.

26.40 Other Insurance

26.41 Liability Insurance

The University shall protect Employees through liability insurance coverage for damages up to \$5 million which may arise in the fulfillment of their duties, for example, for accidents in a laboratory, during field trips, and in other similar situations.

26.42 Fire Insurance

The University shall provide insurance adequate to compensate Employees for damage to their personal property on campus as a consequence of fire up to a maximum coverage of \$5,000 less a deductible of \$100 for each Employee.

26.50 Changes in Group Insurance Benefits

The University Standing Committee on Group Insurance shall continue to oversee all Group Insurance Benefits and make recommendations concerning changes in these benefits.

26.51 The Association shall have representation on any Committee dealing with changes in Group Insurance Benefits.

Changes in the pension plan or group insurance plan shall be put to a vote (secret ballot) by all participants in the plan. The decision shall be determined by a simple majority of votes cast.

26.60 Health Spending Account

The University agrees to commit \$300 (pro-rated for appointments that are less than twelve (12) months or half-time term) to each full-time Employee's Health Spending Account on 1 July 2010.

Beginning 1 July 2011 the University agrees to commit \$300 (pro-rated for appointments that are less than twelve (12) months or half-time term) to each full-time Employee's Health Spending Account.

Beginning 1 July 2012 the University agrees to commit \$300 (pro-rated for appointments that are less than twelve (12) months or half-time term) to each full-time Employee's Health Spending Account.

Beginning 1 July 2013 the University agrees to commit \$350 (pro-rated for appointments that are less than twelve (12) months or half-time term) to each full-time Employee's Health Spending Account.

26.62 Dental Health Insurance

The Board shall provide Employer-funded dental health insurance for all Full-time and Continuing Employees and their families.

Minimum coverage shall be 80% basic (no maximum), 75% major (no maximum), 75% orthodontics (\$3000 lifetime maximum per child).

The Employer shall pay a minimum of 80% of the premium cost.

26.63 In lieu of health and dental benefits and a pension plan, part-time Employees (who have no other employment relationship with Acadia University) shall receive:

- (a) beginning 1 July 2010, an additional 2% of their stipend (Appendix I)
- (b) beginning 1 July 2011, an additional 3% of their stipend (Appendix I)
- (c) beginning 1 July 2012, an additional 4% of their stipend (Appendix I)
- (d) beginning 1 July 2013, an additional 5% of their stipend (Appendix I)

26.64 All Employees shall receive an Individual or Family Recreation Facility Pass as appropriate.

26.65 Those full-time Employees required to maintain professional certification and/or insurance shall have these costs covered by the Employer to a maximum of \$1,500 per year.

26.66 Benefit plans shall not violate this Collective Agreement.

Appendix C Grid Principles

1. A normal career salary profile should be available to each faculty member.
2. There should be a separate scale for each rank (Lecturer, Assistant Professor, Associate Professor, Professor, Librarian I, II, III, IV, Instructor I & II).
3. All increases are the same for each step across all ranks.
4. Salary upon promotion shall be determined by first computing the new salary in the old rank as of the effective date of the promotion, then moving to the closest grid point for the new rank which exceeds this new salary.
5. The Parties recognize that market differentials among academic disciplines may be a factor in determining initial grid placement.

Salary Grid: 01 July 2013 – 30 June 2014										
Step	Lecturer	Assistant	Associate	Full	Instructor I	Instructor II	Librarian I	Librarian II	Librarian III	Librarian IV
1	57,000	69,000	85,000	101,000	51,000	61,000	57,000	65,000	77,000	85,000
2	59,000	71,000	87,000	103,000	53,000	63,000	59,000	67,000	79,000	87,000
3	61,000	73,000	89,000	105,000	55,000	65,000	61,000	69,000	81,000	89,000
4	63,000	75,000	91,000	107,000	57,000	67,000	63,000	71,000	83,000	91,000
5	65,000	77,000	93,000	109,000	59,000	69,000	65,000	73,000	85,000	93,000
6	67,000	79,000	95,000	111,000	61,000	71,000	67,000	75,000	87,000	95,000
7	69,000	81,000	97,000	113,000	63,000	73,000	69,000	77,000	89,000	97,000
8	71,000	83,000	99,000	115,000	65,000	75,000	71,000	79,000	91,000	99,000
9		85,000	101,000	117,000	67,000	77,000			93,000	101,000
10		87,000	103,000	119,000	69,000	79,000			95,000	103,000
11			105,000	121,000						105,000
12			107,000	123,000						107,000
13				125,000						109,000
14				127,000						111,000
15				129,000						113,000
16				131,000						115,000
17				133,000						117,000
18				135,000						119,000

	2010-07-01	2011-07-01	2012-07-01	2013-07-01
Basic Stipend*	\$10,900	\$11,000	\$11,100	\$11,400
Online/Distance Education Course**	\$460	\$460	\$460	\$480

1. * The stipend above is for six (6) credit hour course; the stipend shall be pro-rated by credit hour, e.g., a three (3) credit hour course shall be determined as one half (0.5) the per course amounts in the table.
2. * A course that is normally supplemented by a laboratory period for which an instructor is present shall be remunerated at one-half (0.5) times one (1) credit hour of the above stipend for each hour of weekly laboratory period specified for that course per term. For example, a three (3) credit hour course with a three (3) hour laboratory throughout the course would have a stipend of three-quarters (0.75) of the above per course amounts.
3. ** Amount paid for each full credit course registrant.
4. All the above payments are inclusive of vacation pay.

	2010-07-01	2011-07-01	2012-07-01	2013-07-01
Basic Stipend*	\$10,900	\$11,000	\$11,100	\$11,400
Precedence 1 (24 credit hrs)	\$11,100	\$11,200	\$11,300	\$11,600
Precedence 2 (60 credit hrs)	\$11,300	\$11,400	\$11,500	\$11,800
Online/Distance Education Course**	\$460	\$460	\$460	\$480

1. * The stipend above is for a six (6) credit hour course; the stipend shall be prorated by credit hour, e.g., a three (3) credit hour course shall be determined as one-half (0.5) the per course amounts in the table.

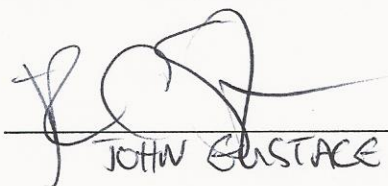
Effective July 1, 2010, there are three (3) levels of stipend:

- (i) The 'basic stipend' shall be the stipend payable to all part-time Employees except those who qualify for Precedence 1 or Precedence 2 stipends;
- (ii) The 'Precedence 1' stipend shall be payable to all part-time Employees who have precedence of at least 24 credit hours per Article 11.10 except those who qualify for Precedence 2 stipend;
- (iii) The 'Precedence 2' stipend shall be payable to all part-time Employees who have precedence of at least 60 credit hours per Article 11.10.

2. * A course that is normally supplemented by a laboratory period for which an instructor is present shall be remunerated at one half (0.5) times 1 credit hour of the above stipend for each hour of weekly laboratory period specified for that course per term. For example, a three (3) credit hour course with a three- (3) hour laboratory throughout the course would have a stipend of .75 of the above per course amounts.
3. * A six (6) credit hour course that requires individual instruction in the School of Music (e.g. Applied Music Courses) in which the Employee teaches one- (1) hour of individual instruction per student per week, shall be remunerated at a rate of 1/6 times the per course amounts in the table. For example, an Employee with 5 students enrolled in a six- (6) credit hour applied music course would receive 5/6 of the above per course amounts.
4. * Instruction of ensembles in the School of Music shall be credited at one-half (0.5) times one (1) credit hour of each hour of weekly ensemble.
5. ** Amount paid for each full credit course registrant.
6. All the above payments are inclusive of vacation pay.

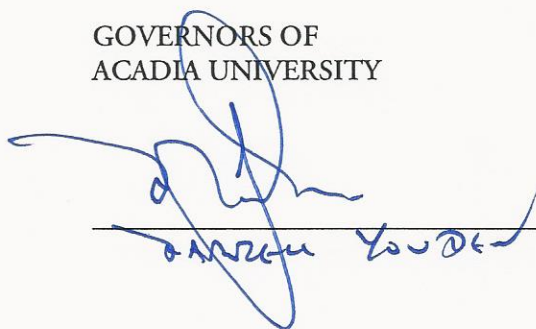
IN WITNESS WHEREOF, the Parties hereto have executed this Agreement this 13 day of June, 2013.

ACADIA UNIVERSITY
FACULTY ASSOCIATION



JOHN GUSTACE

GOVERNORS OF
ACADIA UNIVERSITY



SARAH YOUNDER
