

Letter of Understanding

Between

Wilfrid Laurier University

And the

Wilfrid Laurier University Faculty Association

Re. Course Coordination Compensation for CTF in Brantford Foundations (BF290 and BF299)

Whereas Article 28.3.1 of the Agreement for Contract Teaching Faculty (CTF) and Part-time Librarians (2019-2022) provides for \$500 compensation for additional responsibilities associated with multi-section courses; and

Whereas each of BF290 and BF299 are multi-section courses with large enrolments; and

Whereas, in addition to the conditions in 28.3.1, the Course Coordinator for BF290 and BF299 is responsible for:

- a) creating and/or updating the syllabus, creating and/or updating all course content, including but not limited to the preparation of slides, notes, in-class and online quizzes and tests,
- b) liaising with each of the tutorial instructors to ensure consistency among all tutorials in matters related to students and pedagogy,
- c) arranging guest speakers,
- d) acting as the secondary contact on student accommodations, and
- e) addressing pedagogical issues related to substantive content; and

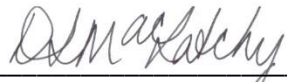
Whereas the Brantford Foundations courses form the core curriculum for Brantford campus programs;

The Parties agree that CTF Brantford Foundations Course Coordinator(s) shall be compensated for work by term as follows:

- a) Fall Term: ½ the stipend in Article 25.2 of the CTF Collective Agreement
- b) Winter Term: ½ the stipend in Article 25.2 of the CTF Collective Agreement
- c) Spring term: the stipend will be allocated in accordance with 28.3.1

The Parties agree to review the course coordinator compensation for BF290 and BF299 prior to the 2021-2022 academic year.


On behalf of Wilfrid Laurier University



Deborah MacLatchy, President

June 18, 2020
Date

On behalf of WLU Faculty Association



David Monod, President, WLUFA

June 11, 2020
Date