



## MEMORANDUM OF UNDERSTANDING ("MOU")

BETWEEN:

THE GOVERNORS OF THE UNIVERSITY OF LETHBRIDGE ("the Board")

and

UNIVERSITY OF LETHBRIDGE FACULTY ASSOCIATION ("ULFA")

(Collectively referred to as the "Parties")

WHEREAS the ULethbridge International College Calgary (UICC) is an international pathways college working in partnership with the University of Lethbridge to offer a uniquely integrated program and approach to support and prepare international students for academic and personal success at the University of Lethbridge;

AND WHEREAS the Board of Governors of the University of Lethbridge (the Board) has indicated a preference for using Members of the University of Lethbridge Faculty Association (ULFA) to deliver instruction in the UICC under the Academic Staff Collective Agreement (ASCA);

AND WHEREAS ULFA considers the protection of the ASCA to be essential to ensuring the academic quality of all programmes offered by the Board and General Faculties Council;

AND WHEREAS the Board and ULFA wish to ensure that there is clarity surrounding the application of the ASCA to employment of Members of the Academic Staff within the UICC,

NOW THEREFORE the Board and ULFA agree to the following:

1. That the UICC is considered a "Program" for the purposes of any application of Article 34 of the ASCA (Termination of Appointment for Financial Emergency or Due to Program Redundancy, Not Applicable to Members Holding Term Appointments or Sessional Lecturer Appointments);
2. That the Director of the UICC or their delegate is considered a Senior Administrator for the purposes of Article 25.05 (Role of Senior Academic Administrators on Personnel Committees);
3. That the composition of a Search committee or STP Committee as established through Articles 25.09.1 and 25.10.1 respectively, will include the addition of the Director of the UICC or their delegate, in relation to the appointment of UICC academic staff or the Continuing Appointment of a Member. The Search Committee and STP Committee shall be that of the Faculty (or Department,



where that structure exists) aligning with the academic discipline of the primary teaching area within the appointment.

4. That there are unique onboarding, training, infrastructure, and instructional requirements associated with the UICC program given its specific approach in support of international students, and
  - (a) That these requirements will be made clear at the point of advertising for all UICC academic staff appointments
  - (b) That these requirements will be clearly articulated within the appointment letter of a Sessional Lecturer as per Article 38.02.2(a)(iv) or within the appointment of an Instructor as per Article 37.02.3.
5. That for the purposes of Article 38.02.3 (Sessional Re-appointment), teaching courses in the UICC and teaching courses in ULeth programming are not considered the “same or similar”, given the different context and expectations of UICC teaching.
6. That outside of Search and STP processes, UICC shall be considered the Members department/area.
7. That the Board and ULFA may reopen this agreement for amendment by mutual agreement. Any such amendment will be made by mutual agreement. Given UICC is new and the pathway is complex, both Parties agree to an annual review at the conclusion of each of the first three years of this MOU, and by mutual agreement thereafter to ensure the agreement is meeting the needs of all Parties.
8. ULFA and the Board each reserve the right to grieve the interpretation or misimplementation of this Memorandum of Understanding via the grievance procedure contained in Article 9 of the 2020-2024 ASCA, or under the grievance procedure in any successor ASCA. Given UICC is new and the pathway is complex, both Parties agree to first attempt to resolve questions of interpretation with respect to this MOU through discussion.

DATED AT Lethbridge, Alberta on the dates as set out below.

\_\_\_\_\_  
University of Lethbridge Faculty Association Representative

July 17, 2024

Date

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Dr. Michelle Helstein, Provost and Vice President (Academic)

July 16, 2024

Date

Board of Governors Representative