



BETWEEN:

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

and

UNIVERSITY OF LETHBRIDGE FACULTY ASSOCIATION
("ULFA")

MINUTES OF SETTLEMENT

WHEREAS on January 5, 2022, ULFA initiated a policy grievance ("Grievance") on study leave;

AND WHEREAS ULFA opposed the Board's interpretation of "past practice" in Article 13.09 of the University of Lethbridge Academic Staff Collective Agreement (ASCA);

AND WHEREAS, through grievance process discussions and updated 10-year data on study leave award rates, the Board concurs data-based knowledge and understanding of "past practice" is mutually beneficial to the implementation of the ASCA.

NOW THEREFORE the parties agree as follows:

1. The Board has provided institutional study leave award rates, as a % of eligible academic staff, for the most recent 10 years (2013/2014 – 2022-2023). That rate is currently 9.5%.
2. Once per year, the Board will update the award rate data to calculate an updated 10-year rolling average.
3. The updated information will be provided to ULFA on or before October 1 of each year. The format of compiled data shall be determined by the Board but must incorporate the total FTE of approved study leaves in each of the 10 most recent years as well as the number of eligible academic staff (by headcount) for each of those same 10 years.
4. *For the purposes of the above calculation only*, eligible academic staff excludes Academic Assistants, Lecturers (historical), Sessionals and Instructors, as well as term appointments with conversion (appointed via



Article 18.01.3).

5. The Board will use the current 10-year rolling average (9.5%) to define past practice, and target study leave award rates to that past practice.
6. It is acknowledged that in targeting the 10-year rolling average, award rates in individual years will necessarily vary from the targeted average, in some years exceeding the average and in others falling below it, in order to maintain the targeted rolling average.
7. In the event the 10-year rolling average exceeds 10% or falls below 9%, both parties agree adjustments to award rates will need to be made to bring the award rate back toward the targeted rate.
8. These Minutes of Settlement define what “past practice” is in Article 13.09. It does not alter the meaning or interpretation of this Article. Either party maintains the ability to negotiate through collective bargaining new language within Article 13.09 of the ASCA.
9. ULFA reserves the right to grieve the interpretation or implementation of these Minutes of Settlement.
10. As a result of these Minutes of Settlement, ULFA considers the above stated Grievance concluded.

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

June 7, 2022

Board of Governors Representative
Dr. Michelle Helstein

Date

June 8, 2022

University of Lethbridge Faculty Association
Representative
Dr. Daniel O'Donnell

Date