APPENDIX A

The following summary of the changes below is provided only for simplicity:

Year 1:
- 0% economic adjustment on scales and salaries;
- Addition of Clinical Instructor rank;
- Drop one increment; add one increment to the top of all ranks (including Lecturer rank).

Year 2:
- 0% economic adjustment on scales and salaries;
- One-time lump sum payment of $2,500, which is not applied to base salaries or salary scales, to be paid to academic staff members in the faculty, librarian, lab instructor and instructor ranks;
- Signing bonus of $1,000 paid to academic staff members (including sessionals) who are actively employed on the date of ratification.

Year 3:
- 2.0175% economic adjustment on all scales and salaries;
- Increase sessional pay scale based on the principle of equal pay for equal work;
- Increase floor and increment level of the Lecturer rank to the midpoint of the Assistant Professor and Lecturer 2018 scales;
- Drop one increment and; add one increment to the top of all ranks (including Lecturer rank);
- Establishment of a $12,000 per annum professional development fund for sessional lecturers;
- Add Program Chair Administrative Stipend;
- Increase Administrative Stipends;
- Increase APEA by $600 May 1, 2019.

Year 4:
- 2.0% economic adjustment on all scales and salaries.

Retroactive adjustment will be provided to all academic staff members employed during the period of this Agreement including those on disability and approved leave or that have retired since July 1, 2017.

1. Salary Ranges

To be altered as required.

2. Increments

Increments shall be awarded to eligible academic staff members on July 1, 2017, July 1, 2018, and July 1, 2019, and July 1, 2020.

If a new Collective Agreement has not been signed by June 30, 2021, the increments stipulated above for the 2020-2021 academic year shall be awarded to eligible academic staff members each July 1 until a new contract is signed.

3. Normal and Merit Ceilings

The salaries of academic staff members in the faculty, librarian, laboratory/clinical instructor, and instructor categories shall not exceed the relevant normal ceilings specified in the salary-range tables above except by the awarding of merit or by initial appointment above the normal ceiling and below the merit ceiling. (Members appointed above the normal ceiling shall not be eligible for any increments.)

The salaries of academic staff members in the faculty, librarian, laboratory/clinical instructor, and instructor categories shall not exceed the relevant merit ceilings specified in the salary-range tables above. Members in the Professor, Librarian IV, Laboratory Instructor III, and Instructor III categories shall not have merit ceilings.
An academic staff member may advance to or beyond the normal ceiling by any combination of increments and merit. Members may advance beyond the normal ceiling only by merit.

4. **Sessional Lecturers**
   Sessional Lecturer stipends include vacation pay of 4/52nds.
   
   4.1 Sessional Lecturer stipends are based on a three-credit-hour class. Classes for other than three credit hours shall be pro-rated.
   
   4.2 Academic units shall reimburse sessional lecturers for allowable expenses, in accordance with Canada Revenue Agency regulations, related to the specific course(s) to which they have been appointed (to a maximum of $250 per course) effective July 1, 2017.

   Effective July 1, 2019, **the University shall make available to the Faculty Association** $12,000 per year in order to support the professional development of Sessional Lecturers. Sessional Lecturers with priority status may apply to this fund for costs associated with creative, scholarly, or professional works. Acceptable expenses may include registration, travel, publication fees, or discipline specific equivalents. Funds will be distributed by the Faculty Association in equal allotments, three times per year. Applications will be submitted to the Faculty Association office of research services on April 1, September 1, and December 1. Funds will then be distributed in a timely manner. Undistributed funds may be carried over, but the fund shall not at any one point in time exceed $12,000. The Association shall supply to the University, on May 31st each year, a report regarding funds distributed and the balance remaining in the fund.

   4.3 **Sessional Lecturers Teaching Calculus**
   Sessional Lecturers teaching Calculus Tutorials shall be paid the equivalent of one credit hour at the appropriate Sessional Lecturer level.

5. **Practicum Coordinator appointments (Department of Justice Studies):**
   The Practicum Coordinator will be a term or tenure-track appointment.

6. **Sessional Lecturers in ESL and La Cité**
   ESL and La Cité Sessional Lecturers shall be paid at the hourly rates specified in Item 1 of this Appendix. Those hourly rates include vacation pay of 4/52nds. With each hour of classroom instruction ESL or La Cité Sessional Lecturers shall be credited with and paid for another hour of preparation and marking time. All other duties assigned to the member shall be paid on a one-for-one basis at the hourly rates specified in the ESL/La Cité section of Appendix A.1. In its bi-weekly statement of pay to these Sessional Lecturers, Human Resources shall provide a breakdown of hours paid.

7. **EMBA Overloads and Sessional Lecturers**
   The stipend for an academic staff member teaching an EMBA course on an overload basis shall be as follows:
   
   [Pay to be increased from the 2014/2017 CA at the same rate as Section 1]

   The stipend for a Sessional Lecturer teaching an EMBA course shall be as follows and includes 4/52nds vacation pay:
   
   [Pay to be increased from the 2014/2017 CA at the same rate as Section 1]

8. **Sessional Supervisors (Faculty of Education)**
   The stipend for a Sessional Supervisor in the Faculty of Education shall be as follows and includes vacation pay of 4/52nds.
   
   8.1 For the supervision of interns:
8.2 For the supervision of pre-interns (per three-week placement):

9. Sessional Practica and Clinical Nursing Practica Coaches (Faculties of Education and Nursing)
Sessional Practica and Clinical Nursing Practica Coaches shall be paid per hour of classroom time at the following rates (all of which include vacation pay of 4/52nds):

10. Sessional Laboratory Instructors
Sessional Laboratory Instructors shall be paid per hour of classroom time at the following rates (all of which include vacation pay of 4/52nds):

11. Course Developers
Effective July 1, 2017, Sessional Course Developers shall receive a stipend of $10,000. Compensation for major revisions shall be a minimum of 60% of the course development rate. Stipends include 6% in lieu of benefits. Stipends are not eligible for pension contributions.

12. Overload Stipends
Overload stipends shall be set at the Sessional Lecturer I stipend as stipulated in Item 1 above for the period July 1, 2017 to June 30, 2019. Effective July 1, 2019, these stipends shall be at the appropriate sessional rate. All assignments will be made in accordance with the procedures outlined in the appropriate criteria document per Article 16.3.1.

13. Payment for Courses Outside Normal Duties
Academic staff members teaching a credit course (including any CCE credit course) that is not part of their normal duties shall be paid an overload stipend under either of the following conditions:

- the member has an appointment in the faculty or instructor categories, the member is not on a leave of absence without pay, and the course is administered by a Department (or equivalent unit) to which the member is appointed or with which the member has an established interdisciplinary relationship (note that members in this category may elect to reduce their teaching load in some future semester in lieu of accepting an overload stipend);

- the member has a concurrent appointment in the faculty or instructor categories at a Federated College.

Academic staff members teaching a credit course (including any CCE credit course) that is not part of their normal duties shall be paid at the appropriate sessional rate under one or more of the following conditions:

- the member is a Laboratory Instructor or Librarian

- the member has an appointment in the faculty or instructor categories and is on leave of absence without pay

- the member has an appointment in the faculty or instructor categories and the course is administered by a Department (or equivalent unit) other than that to which the member is appointed or with which the member has an established interdisciplinary relationship.

All assignments of courses outside normal duties will be made in accordance with the procedures outlined in the appropriate criteria document per Article 16.3.1.
14. Additional Taxable Allowances for Travelling

14.1 For teaching classes coordinated through the University of Regina and offered outside the city of Regina, or coordinated through a Community Education Centre at Prince Albert or Saskatoon and offered outside of Prince Albert or Saskatoon respectively, academic staff members shall be paid the following travel allowances:

Effective July 1, 2017:
- within 150 kilometres of the coordinating city: $360
- more than 150 kilometres from the coordinating city: $560

Note: If the academic staff member’s normal place of residence is closer to the location of the class than the coordinating city, the travel distance shall be calculated from the member’s place of residence rather than from the coordinating city.

14.2 Academic staff members who teach a course by means of Instructional and Information Technology shall receive an allowance equal in value to the lower of the two travel allowance specified in Item 14.1.

14.3 Sessional Supervisors (Faculty of Education)
For supervising interns and pre-interns outside the city of Regina, Sessional Supervisors shall be paid the following travel allowances per location that they must visit to carry out their supervision:

Effective July 1, 2017:
- for locations between 50 and 150 kilometres from Regina: $90
- for locations more than 150 kilometres from Regina: $130

15. The salary ranges stipulated in Item 1 have been determined as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Increase in Salary Scales</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2017</td>
<td>Increase salary scales for all academic staff members by zero (0) per cent.</td>
</tr>
<tr>
<td>July 1, 2018</td>
<td>Increase salary scales for all academic staff members by zero (0) per cent.</td>
</tr>
<tr>
<td>July 1, 2019</td>
<td>Increase salary scales for all academic staff members by two and three quarter (2.75) per cent.</td>
</tr>
</tbody>
</table>

Increase stipends for Sessional Lecturer I academic staff members by $780. Increase stipends for Sessional Lecturer II academic staff members by $980. Increase stipends for Sessional Lecturer III academic staff members by $1200.

Increase the floor, ceiling and increment of the Lecturer range.

<table>
<thead>
<tr>
<th>Year</th>
<th>Increase in Salary Scales</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2020</td>
<td>Increase salary scales for all academic staff members by two (2.0) per cent.</td>
</tr>
</tbody>
</table>

The salaries of all academic staff members in the faculty, librarian, laboratory instructor, and instructor categories shall be determined as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Increase in Salary Scales</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2017</td>
<td>Increase salaries by zero (0) per cent.</td>
</tr>
<tr>
<td>July 1, 2018</td>
<td>Increase salaries by zero (0) per cent. One-time lump sum payment of $2,500.900, which is not applied to base salaries or salary scales, to be paid to academic staff members in the faculty, librarian, lab instructor and instructor ranks. Signing bonus of $1,000 paid to academic staff members (including sessionals) who are actively employed on the date of ratification.</td>
</tr>
</tbody>
</table>
July 1, 2019  Increase salaries by two-one and three quarter (2.0175) per cent.

July 1, 2020  Increase salaries by two (2.0) per cent.

Salaries shall be increased retroactive to these dates if the contract has not been signed before they pass.

16. **Accountable Professional Expense Account**

16.1 Effective May 1, 2015, all academic staff members except sessional lecturers shall receive an accountable professional expense account of $1,900 per fiscal year and shall increase to $2,500 effective May 1, 2019.

16.2 Persons who are appointed after the beginning of the fiscal year, whose appointment will terminate during a fiscal year, or who are part-time shall have their accounts prorated accordingly.

16.3 The funds in accountable professional expense accounts must be spent in accordance with the University regulations. At no time may they be used for any purchase or expenditure that would be a taxable benefit to the academic staff member.

16.4 Funds in an expense account may be carried forward automatically into the following fiscal year, provided the amount in the account does not exceed a sum which is four times the current amount of funds deposited annually into the account.

16.5 At the end of a fiscal year, funds remaining in an expense account may be transferred to The University of Regina Research Trust Fund.

17. **The University of Regina Trust Fund**

17.1 The Fund

There shall be a fund at the University called The University of Regina Research Trust Fund, the proceeds of which are to be used solely for legitimate expenses incurred by academic staff members in research and scholarly pursuits. The money in the Fund is vested solely in the University. The signing authority for the Fund is the Vice-President (Research), or the designate for that title.

17.2 Donations to the Fund

17.2.1 Academic staff members may donate to the University of Regina Research Trust Fund by:

17.2.1.1 Indicating to Human Resources in writing that they wish to donate the total sum payable for the teaching of an extra-session or overload class (such election to be indicated within one week of commencement of teaching the class);

17.2.1.2 Indicating in writing to Human Resources that the monthly sum received as part of the administrative stipend shall henceforth be remitted to the Fund, until such time as written notice is forwarded indicating that the donations cease;

17.2.1.3 Indicating in writing to Human Resources that the balance in the accountable professional expense account at the end of a fiscal year is to be remitted to the Fund;

17.2.1.4 Making a lump sum donation (not to exceed $600 in any calendar year);

17.2.1.5 Indicating in writing to Human Resources that a monthly sum be deducted from payroll (not to exceed $50) and remitted to the Fund, until such time as written notice is forwarded to Human Resources indicating that such donations cease.
17.2.2 A charitable donations receipt for income tax purposes shall be issued for all donations to the Fund, except for donations from an accountable professional expense account.

17.2.3 An academic staff member may stipulate that the funds donated are to be made available for specific research and only a person or persons engaging in such research qualify for reimbursement of expenditures from the Fund. Any funds so designated remaining in the account five years after the date of last deposit or expenditure shall revert to the general University of Regina Research Trust Fund.

17.3 Applications to the Fund

17.3.1 An academic staff member shall make a prior application to the Vice-President (Research) to determine whether all, a limited portion, or none of proposed expenditures shall be reimbursed from the Fund upon formal application.

17.3.2 Applications for reimbursement shall be made in the manner prescribed by the Vice-President (Research), and must be accompanied by proper receipts and comply with normal University procedures.

17.3.3 Expenditures which may be reimbursed must be related to the academic staff member's research or related scholarly and professional activities, and be in the general nature of:

17.3.3.1 books, manuscripts, subscriptions, equipment, instruments, materials or course supplies (which become the property of the University);

17.3.3.2 fees for professional training courses;

17.3.3.3 travel or local expenses related to meetings or related to research activities not covered by normal travel grants;

17.3.3.4 membership dues in professional associations or learned societies;

17.3.3.5 payment to casual and part-time assistants who have been employed directly in the research or in the preparation of articles, manuscripts or books pertaining thereto;

17.3.3.6 travel expenses incurred in bringing to the University bona fide research collaborators;

17.3.3.7 expenditures associated with research assistance such as computer time.

17.3.4 Expenditures may not be reimbursed which would result in a taxable benefit to the academic staff member. Furthermore, no salary, fees, stipends, etc., paid to the individual or to that person's immediate family shall be reimbursed, and no entertainment expenses may be reimbursed.

18. Academic Department Head Stipends

The following stipends apply to heads of academic departments as outlined in Article 15.1

Effective July 1, 2017

18.1 Departments (or equivalent units) with fewer than ten (10) full-time-equivalent positions in the faculty, instructor, and/or laboratory instructor categories:

$4,150 per annum
Effective July 1, 2019, the stipend shall be increased to $4,450 per annum.

18.2 Departments (or equivalent units) with at least ten, but fewer than twenty full-time-equivalent positions in the faculty, instructor, and/or laboratory instructor categories:
$5,250 per annum

Effective July 1, 2019, the stipend shall be increased to $5,625 per annum.

18.3 Departments (or equivalent units) with at least twenty full-time-equivalent positions in the faculty, instructor and/or laboratory instructor categories:
$5,800 per annum

Effective July 1, 2019, the stipend shall be increased to $6,200 per annum.

19. Library Department Head Stipends
Effective July 1, 2017, heads of library departments shall receive a stipend of $3,600 per annum.
Effective July 1, 2019, the stipend shall be increased to $3,850 per annum.

20. Other Administrative Stipends
Effective July 1, 2017, academic staff members appointed to an administrative appointment as outlined in Article 15.3 (other than program chairs effective July 1, 2019) shall receive a stipend of $2,500 per annum.
Effective July 1, 2019, the stipend shall be increased to $2,675 per annum.

21. Program Chair Administrative Stipends
Effective July 1, 2019, program chairs shall receive a stipend of $3,850 per annum.