

Memorandum

To: Part-time and Adjunct Faculty, Full-time Faculty, Chairs and Coordinators
From: Academic Council
Subject: Reimbursement for Meetings
Date: February 19, 2014

Article 8.2 - I Other Directed Work of the 2013 -2017 Adjunct Faculty Association Negotiated Agreement states that "Compensation for any other assigned work (isolated meeting attendance, short-term project, limited task, etc.) or any work an individual is directed to perform (mandatory meeting attendance, mandatory training, etc.) shall be paid at the standard LHE hourly rate of .022 LHEs per hours. Any mandated work may be recommended by the chair and can only be assigned directly from the respective Dean or Director."

Academic Council is aware of the importance and value of scheduled department meetings during Orientation week at the beginning of each semester. To support the information and training planned and delivered at these meetings, Academic Council is designating scheduled department meetings during Orientation week of the semester as mandatory. To that end and in accordance with Article 8.2 – I Adjunct and Part-time faculty are to be reimbursed at the rate of .022 LHE per hour(s) for attendance at these meetings. Such payment is not to be awarded to Affiliated Adjuncts and Adjuncts and Part-time faculty who have opted for the "package meeting option" (provision 2.2A of the Negotiated Agreement).