

*C: Proposals file Exec*

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MUNFA

**Memorandum of Understanding**

**Between**

**Memorial University of Newfoundland**

**And**

**Memorial University of Newfoundland Faculty Association**

**“Without Prejudice”**

The Parties agree that for ASMs-CE in the Faculty of Engineering and Applied Science (FEAS), Clause 30.19 of the MUN-MUNFA Collective Agreement (October 30, 2014-August 31, 2017) shall be varied to read as follows:

30.19 A Program Manager shall be appointed for each Academic Unit from among the ASM-CFEs in that Unit. When the position of Program Manager is to be filled, the ASM-CFEs in that Academic Unit shall nominate, in writing, a candidate for the position of Program Manager. The Dean shall approve the appointment or shall return the nomination to the ASM-CFEs in the Academic Unit for further consideration, with a statement of the reasons why the recommendation has not been accepted. If no nomination for Program Manager is forthcoming from ASMs-CE in FEAS, the Dean shall have discretion to fill the position by either, forming a Search Committee for the ASM-CE Program Manager position in accordance with Clause 30.11 of the Collective Agreement, or by appointing an existing ASM-CE as Program Manager, as he or she deems appropriate. If the Dean wishes to appoint an existing ASM-CE as Program Manager, such an appointment cannot be unreasonably declined. Whether the Dean initiates a search or appoints an existing ASM-CE as Program Manager, the ASM-CE Program Manager shall be subject to the conditions outlined in this MOU.

The term as Program Manager shall be a three (3) year period. The Program Manager shall receive an annual stipend of \$6,500. The Program Manager’s share of duties and responsibilities set out in Clause 30.04 or 30.05 shall be reduced by five (5) percent for each ASM-CFE he or she manages in the Academic Unit to a maximum reduction of sixty (60) percent. In addition to these duties and responsibilities, the Program Manager shall:

- (a) provide administrative and budgetary information to the Dean;
- (b) coordinate the activities of the Cooperative or Field Education office in his or her Academic Unit; and
- (c) have the working title of Director, Cooperative Education Office, Faculty of Engineering and Applied Science.

*George Jenner*  
George Jenner (for)  
Memorial University of Newfoundland  
Faculty Association

Oct. 21, 2015.  
Date

*A. Wyse*  
A. Wyse (for)  
Memorial University of Newfoundland

October 27, 2015  
Date