

TO: All MUNFA Members

FROM: The MUNFA Executive Committee

DATE: October 23, 2024

SUBJECT: Term Appointment Salary Increases

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It has come to the attention of the MUNFA Executive that ASMs appointed to term contracts may not be receiving appropriate salary and step increases in accordance with the Collective Agreement.

As per [Clause 31.25](#): “From April 1 of each year after April 1, 2023, the Basic Annual Salary of each ASM whose Basic Annual Salary is below the cap for their rank or classification shall be increased by one (1) step on the appropriate salary scale.”

In addition to the Clause 31.25 step increases, each term ASM (including term appointments) should receive the appropriate salary scale adjustment as outlined in the respective scales in Appendices [D.1](#), [D.2](#), [D.3](#), and [D.4](#) in accordance with the increases specified in [Clause 31.35](#).

Teaching term appointments are also reminded of past salary cap increases as outlined in Appendix [D.1](#) and [Clauses 31.18 and 31.19](#) of the Collective Agreement.

We encourage all term appointed ASMs to check recent appointment and contract renewal letters to ensure that the appropriate salary increases and adjustments have been actioned by the University. Any questions or concerns regarding salary increases should be directed to the MUNFA office ([munfa@mun.ca](mailto:munfa@mun.ca)).