

**LETTER OF UNDERSTANDING**

**BETWEEN**

**THE ST. JEROME'S ACADEMIC STAFF ASSOCIATION ("SJU ASA")**

**And**

**THE ST. JEROME'S UNIVERSITY BOARD OF GOVERNORS ("The Employer")**

This Letter of Understanding is made without prejudice and without precedent to the interpretation or application of the Full-time Academic Staff Collective Agreement (FT CA) and the Contract Academic Staff Collective Agreement (CAS CA), or to any other agreements between the Parties, or to any similar dispute between the Parties.

**Professional and Course Development Support for Contract Academic Staff (CAS) during the Transition to In-Person Instruction**

Whereas CAS are entitled to apply for grants from the Academic Support Fund (ASF) for conference fees and related expenses, professional development, and course development, and;

Whereas opportunities for participation in professional and course development remain restricted in the Winter 2022 term;

The Employer shall waive the necessity of applying for course development funds and make available to every CAS member teaching in person in the Winter 2022 term a one-time payment of \$500 from the accumulated value of the ASF to support self-directed professional and course development.

**TERM OF LOU**

The Parties agree that, upon signing, this LOU will apply for the Winter 2022 term.

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On behalf of the Employer

On behalf of the SJU ASA

17 February 2022