

GRANT MACEWAN UNIVERSITY FACULTY ASSOCIATION

RELEASE & HONORARIUM POLICY

1. The Association Board recognizes the contributions of members towards the leadership and governance of the Faculty Association. At times, it is appropriate for faculty members to receive course release or an honorarium for service to the Faculty Association.
2. Where course release or its equivalent is applicable, it is intended to allow members to have time available for Faculty Association work.
3. Board Members and Committee Members (with exceptions) will be acknowledged for their service to the Association as per Article 12 of the Collective Agreement and will report service to the Faculty Association on their annual report. Normally, they will not receive release or honorarium.
4. Executive Committee members will be offered course release every academic year.
5. Members who serve on the Faculty Association Negotiations Committee and the Faculty Advocate may be provided course release or choose honoraria for their service to the Faculty Association.
6. A Past President is eligible for course release (no honorarium) to enable them to reinvigorate their research, teaching, professional practice or workload responsibilities and will not exceed 2 course releases for the academic year.
7. Normally members receiving course release will, at a minimum teach one course in the fall or winter semesters or, for non-instructional faculty, maintain a workload including at least 20% of professional practice or workload responsibilities.
8. Should a member resign or be unable to continue during the semester of which they received a course release, the course release will be deemed to have been taken. Should a member resign or be unable to continue before a course has started the course release will be rescinded and the member will be expected to teach the course.

9. Release may include payment to the University for replacements/substitutes to release a member from specific responsibilities or calendar dates.
10. Honoraria may be offered for Members whose appointment types do not include service as part of their workload responsibilities.
11. Honoraria will, at times include source deductions and members must provide the Faculty Association with personal information permitting the Faculty Association to issue legally required documents.
12. Honorarium for Members with Sessional appointments serving on GMUFA Executive may receive a payment from the FA at the course release equivalency rate. The honoraria or course release for Executive Committee include all Faculty Association work, committee work or professional development activities.
13. The Executive Committee will submit the Release and Honorarium Schedule for approval by the Faculty Association Board. The Board will approve the Release and Honorarium Schedule annually at the same time as the Faculty Association budget is approved.
14. Release and Honorarium Schedule must be reported yearly to the membership by the Secretary-Treasurer at the Faculty Association's Annual General Meeting.
15. The Faculty Association shall adhere to Article 7 in the Collective Agreement with respect to release time.
16. The Board shall ensure this policy is reviewed, and revised as necessary, and at minimum every two (2) years.

Effective: May 2019

Amended: April 2014, February 2015, August 2017, April 2018, May 2019