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## Concerning Stipend Rates for External Part-time Teaching Appointments

Human Resources & Organizational Development (HROD)

Policy

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### 1.0 Purpose

- 1.1 The compensation rate for part-time academic appointments for persons appointed to teach degree credit courses on a part-time sessional basis will be based upon the stipend paid to internal faculty members as provided for in the Collective Agreement between the University of New Brunswick and the Association of University of New Brunswick Teachers.

### 2.0 Applicability

- 2.1 University-wide
- 2.2 This policy applies to all persons employed on a part-time appointment (who are not members of the Association of University of New Brunswick Teachers) to teach credit courses in regular session, intersession or spring session, summer session, and extension.

### 3.0 Definitions

- 3.1 Stipend rates are based on the AUNBT salary rate in effect as of May 1st 20XX (Jan1/XX rate applies) and does not change during the fiscal year. The rate is calculated: Assistant Professor floor\* 16%. Under the AUNBT collective agreement 1 stipend is equal to 1 full-year credit course. However, due to general understanding of UNB community, the office of the Vice-President will use 1 stipend is equal to 1 half-year course.
- 3.2 For the purpose of financial planning and administration, the office of the Vice-President (Fredericton-Academic) will assume that all academic Faculties teach 5 half-credit courses per year. One year is defined during the fiscal year period for the University of New Brunswick.

### 4.0 Implementation

- 4.1 COMPENSATION : The base compensation level will be the same as the rate specified in Article 36B.01 of the Collective Agreement between the University of New Brunswick and the Association of University of New Brunswick Teachers, that is, the rate specified for a three hour per week full year degree credit course, or its equivalent.
- 4.2 COMPENSATION SUPPLEMENT: The Dean or Director may recommend to the appropriate Vice-President a stipend supplement of up to the same amount as that specified above. Normally this supplement would only be recommended in market differential areas; however, it may be recommended in special circumstances.

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- 4.3 PRORATION OF COMPENSATION: Compensation for appointments to teach courses that differ from a three hour per week full year degree credit course (or its equivalent) shall be prorated.
- 4.4 METHOD OF PAYMENT: The normal method of payment will be on a bi-weekly T4 basis, that is, deductions for income tax, Canada Pension Plan, and Unemployment Insurance will be made. In certain circumstances, where a company, partnership or proprietorship is billing, then payment will be made on a T4A basis, that is, a lump sum payment will be made to the firm by way of statement of account at the end of the academic term.
- 4.5 FACULTY MEMBERS: Faculty members who are employed to teach part-time will be compensated on the basis of the provisions of the Collective Agreement. It should be noted that these provisions are: Article 10 - Work of the Bargaining Unit and Article 36B - Salaries for Employees Other Than Second Language Teachers. In all cases, faculty members will be compensated on a bi-weekly T4 basis with appropriate deductions being made.
- 4.6 ADMINISTRATION OF POLICY: Questions concerning the administration of this policy should be directed to the Vice-President (Fredericton-Academic) on the Fredericton Campus or to the Vice-President (Saint John) on the Saint John Campus.

Fiscal Year	Amount	1 half-year credit course (1stipend)
2007-2008	\$4538	1
2008-2009	\$4698	1
2009-2010	\$4876	1
2010-2011	\$4876	1
2011-2012	\$4998.5	1
2012-2013	\$5175	1
2013-2014	\$5375.5	1

### Teaching Work Load conversion

Teaching Work Load Amount	Half-Credit Allocation	Stipend Conversion
1/3 Work Load	2 Half-Credit Courses	2 Stipends
2/3 Work Load	3 Half-Credit Courses	3 Stipends
3/3 Work Load	5 Half-Credit Courses	5 Stipends



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### **5.0 Interpretation and Questions**

- 5.1 The Department of Human Resources & Organizational Development is located in Room 102 of the Physics and Administration Building in the Integrated University Complex on the Fredericton Campus. Questions concerning this policy may be directed to the Human Resources Consultant (Systems) at 453-4648.