



Subject	FACULTY (TERM) RIGHT OF ACCRUAL (formerly titled "Faculty (Term) Right Of Accrual and Increments")		
Procedure Section	Workload and Work Schedule		
No.	7.11		
Exempt Employment Policy References			
Collective Agreement References	Faculty	Article 14 (Acquisition of Right of Accrual and Conversion of Employees from Term to Continuing Appointment within a Classification)	
Forms & Other Reference Material			
Status of Approval	Approved	27-May-2013	Chris Rawson

PREAMBLE:

The collective agreement between the College and the Okanagan Faculty Association addresses the acquisition of Right of Accrual and Conversion under Article 14.

The following procedure describes the tracking of hours/TLUs for the purpose of Right of Accrual and Conversion. It applies to term employees employed in the Faculty bargaining unit and to all work, except instructional work that is performed during Summer Sessions, through Distance Education, or any work performed by Research Associates.

PROCEDURE:

A. Eligibility

1. For term Non-instructional Faculty, all hours worked count towards Right of Accrual and Conversion
2. For Term College Professors, TLUs are tracked as follows:
 - (a) Only Fall, Winter and Post Semester Short Courses (including overload) count towards Right of Accrual and Conversion.
 - (b) Extended Semester will be given credit as part of the Winter semester – no extra credit will be given for the extra 4 weeks work (i.e. if an employee works 4.01 TLUs for Winter of which 1.75 continues through to extended semester, the employee will receive 4.01 TLUs towards their next increment). Should an employee only work the "extended" part of the semester, they will be given credit for that amount under sub-section 1(d): Partial Credit.
 - (c) TLUs accrued doing Distance Education, Summer Session, Course Development do not count towards right of accrual or conversion.
 - (d) Partial Credit will be given for employees who work partial semesters. This is calculated as follows:
 - (i) Weeks worked/17 weeks x TLU value (example 15 weeks/17 weeks x 1 TLU)

B. Right of Accrual

- (a) Hours/TLUs are tracked by the Dean/Director's office for the purposes of Right of Accrual
- (b) To gain Right of Accrual, term employees must meet the conditions outlined in the collective agreement
- (c) Right of Accrual is department and campus specific.
- (d) If an employee applies for Right of Accrual and is not offered Right of Accrual, the employee may not be re-hired by that department without gaining Right of Accrual or having a 24 month break.
- (e) If an employee acquires Right of Accrual and the employee has an unsatisfactory evaluation or there is a 24 month break in which no work assignment is given within that department, the employee will lose Right of Accrual in that department and will lose any accumulated hours/TLUs in that department. An employee who also has Right of Accrual in another department will maintain it provided that there is no unsatisfactory evaluation or 24 month break within that other department.
- (f) An employee who has lost Right of Accrual in a department and who applies on a future posting in that department and who is rehired will be considered a new employee; the employee will lose all previously accumulated hours/TLUs in that department and, unless the employee has worked in another department as Faculty, will be replaced on the salary scale.

C. Conversion of Employees from a Term to a Continuing Appointment within a Classification

- (a) Hours/TLUs are tracked by the Dean/Director's office for the purposes of Conversion.
- (b) A term employee with Right of Accrual will be offered a continuing appointment provided the conditions outlined in the collective agreement are met.