

## Release Time Policy

Preamble: In general, the Association considers that work done for it is part of the Service component of a Member's workload. In addition, the Association allocates release time to Members who devote significantly greater amounts of time to the work of the Association.

1. Members who undertake and fulfill the three-year commitment to be Vice-President, President, and Past President will be allotted a total for this commitment of two times their normal teaching load as assigned in their home unit, to be used at their discretion during the three years, with any remaining release time to be banked and taken within two years of the completion of the three-year presidential commitment.
2. Members of Negotiating Teams will receive .5 course per budget year or significant part thereof per negotiation from notice to bargain until ratification of a collective agreement (except for Limited-Term Members see 3).
3. Since Limited-Term Members have to be able to do work for the Union, and since these Members may have high teaching loads, a Limited-Term Member will receive a proportionately greater buyout than a tenured or tenure-track Member for the same UWOFA work, since most UWOFA work takes place during the teaching terms.
4. Part-Time Members will receive a payment (and a T4a slip) for an amount equivalent to the release time allotted to them. This allocation will be part of the budget line for release time.
5. As part of the budget process, the Vice-President and Treasurer will in April each year present a release time proposal to the Executive for discussion and decision. The Board will ratify the proposal.
6. Release time for librarians and archivists will be based on the model above, bearing in mind the percentage of duties that UWOFA is buying out so that the Member may do work additional to the normal amount of Service work for UWOFA. Thus, if a faculty Member receives release time equivalent to 50% of the Member's teaching, which in a normal workload is 40% (total of 20% of a Member's workload), then a librarian or archivist doing the same work will be bought out for 20% of her or his workload.

Approved  
Board – June 5, 2007