

## APPENDIX F

### APPLIED MUSIC AND COMPOSITION INSTRUCTION, ENSEMBLES AND OTHER NON-ACADEMIC COURSES FOR SESSIONAL ADJUNCTS IN THE SCHOOL OF MUSIC

#### 1.1 **Appointment**

- 1.2 For Sessional Adjuncts appointed to instruct in composition and/or applied music courses in the Fall-Winter Session, the Member's initial letter of appointment from the Dean shall state the Member's anticipated duties and estimated compensation for the first month of their appointment. The Member will receive a further letter from the Dean by October 15<sup>th</sup> confirming the Member's duties, workload and compensation.
- 1.3 The compensation estimate referred to in Item 1.1, shall be determined by the Director, School of Music, and shall be based on the Rates of Pay stated in Item 2.1, Table A, known enrollments and relevant historical workloads.
- 1.4 The School of Music reserves the right to change Members' workloads and remuneration based on changes to enrollment until one week after the last date for dropping Fall-Winter full-year courses.

#### 2.1 **Compensation**

- 2.2 **Table A:** Weights for teaching load equivalencies in full (1.0) course equivalents and Minimum Rates of Pay.

Column A Course	Column B Weights	Column C 2003-04 minimum rates of pay	Column D 2004-05 minimum rates of pay	Column E 2004-05 minimum rates of pay plus 3% in lieu of benefits
<b>Large Ensembles</b> Orchestra (MUSC 162-462) Choral Ensemble (MUSC 160-460) Symphonic Band (MUSC 179-479) Polyhymnia (MUSC 164-464); Jazz Choir (MUSC 167-467) Jazz Ensemble (MUSC 166-466)	0.5	\$4,542.80	\$4,692.71	\$4,833.49
<b>Small Ensembles</b> Flute Choir (MUSC 169-469) Clarinet Choir (MUSC 168-468)	0.25	\$2,217.08	\$2,290.24	\$2,358.95
<b>Ensembles</b> (less than 1.5 hours per week) (based on 1 hour per week for 24 weeks)	0.17	\$1,549.92	\$1,601.04	\$1,649.04
<b>Techniques &amp; Methods</b> (MUSC 180 series)	0.3	\$2,547.13	\$2,631.18	\$2,710.12
<b>Ear Training and Sight Singing/Keyboard Harmony</b> (MUSC 127, 227 / 128, 228)				
1 hour per week for 24 weeks	0.17	\$1,274.08	\$1,316.12	\$1,355.60
2 hours per week for 24 weeks	0.34	\$2,548.15	\$2,632.24	\$2,711.21
3 hours per week for 24 weeks	0.51	\$3,822.23	\$3,948.36	\$4,066.81
<b>Composition and Applied Music Instruction</b> 8 students = 6 hours per week for 24 weeks	1.0	\$5,904.00	\$6,098.40	\$6,281.28
4 students = 3 hours per week for 24 weeks	0.5	\$2,952.00	\$3,049.20	\$3,140.64
<b>Unspecified Chamber Ensembles (MUSC 163, 263, 363, 463)</b> to coach student groups for 1 hour every other week (per hour)	0.09	\$41.00	\$42.35	\$43.62
<b>Choral Ensemble Accompanist</b> 2 hrs per week for 24 weeks	0.34	\$1,968.00	\$2,032.80	\$2,093.76
<b>Keyboard Accompaniment</b> (MUSC 261/361) 1 hr per week for 24 weeks	0.17	\$1,230.00	\$1,270.56	\$1,308.72
<b>Polyhymnia/Jazz Choir Ensemble Accompanist</b> 1 hr per week for 24 weeks	0.17	\$984.00	\$ 1,016.40	\$1,046.88
<b>Functional Piano</b> (MUSC 004) (per student, per 12 wk term)	0.17	\$82.00	\$84.71	\$ 87.25

- 2.3. Effective May 1, 2004 and May 1, 2005 the minimum stipends shown in Table A, Column D (above) shall be increased by an annual scale increment, the amount of which shall be equal to that which is negotiated for the same year between the University and the Association for Members of the Faculty, Librarians and Archivists Bargaining Unit or as increased by paragraph 3 of the Memorandum of Agreement of September 14, 2004.
- 2.4. Effective May 1, 2004 the minimum stipends shall be supplemented by a three per cent (3%) payment in lieu of benefits. The payment in lieu of benefits shall be calculated as a percent of that year's minimum stipend per Item 2.2.
- 2.5. For courses covered under this Appendix, the increases in Article 2.3 and Article 2.4 shall be applied to the hourly rate from which the stipends in Table A are derived.
- 2.6. Individual negotiation, based on factors such as the Unit's hiring market, may determine actual per course stipend for a Sessional Adjunct above the established minima in Item 2.1, Table A. Stipends above the minima are not subject to payment in lieu of benefits as outlined in Item 2.3.
- 2.7. All Stipends, whether at the minimum level or higher, include:
  - (a) Vacation pay of four percent (4%);
  - (b) An allowance for course-related administrative duties.
- 2.8. Articles 29.1.6 through 29.2.2. shall apply to Sessional Adjuncts who instruct and evaluate applied music and other non-academic music courses.
- 2.9. Members who reside more than seventy-five (75) kilometers from Kingston and who have been appointed as commuting adjuncts in their letters of appointment shall be eligible for reimbursement for certain bona fide traveling and accommodation expenses as set out in Appendix D, incurred because of their travel to Kingston to complete their duties for the University.
- 2.10. If a course is cancelled within two weeks of the start of the term or session in which it is scheduled, the Member shall be paid a course cancellation fee of one thousand dollars (\$1,000.00) for a half-credit (0.5 credit) course, pro-rated to the academic credit weight of the course and the Member's percentage responsibility for the course. For courses in Table A with an academic credit weight of 0.17, the course cancellation fee shall be five hundred dollars (\$500.00), pro-rated to the Member's percentage responsibility for the course. For courses in Table A with an academic credit weight of 0.09, the course cancellation fee shall be two hundred and fifty dollars (\$250.00), pro-rated to the Member's percentage responsibility for the course.

### **3.1 Right of Reappointment**

3.1.1 The Right of Reappointment for Sessional Adjuncts appointed to instruct and evaluate applied music courses shall be determined by the following instruments and/or categories, as amended from time to time by the School of Music: bassoon, cello, clarinet, composition, double bass, flute, French horn, acoustic guitar, harp, harpsichord, lower brass, oboe, organ, percussion, piano, saxophone, trombone, trumpet, tuba, veena, viola, violin, or voice.

---

John M. Dixon  
Co-Chair (University)  
Sessional Adjunct JCAA  
July 15, 2005

---

Marvin Baer  
Co-Chair (QUFA)  
Sessional Adjunct JCAA  
July 15, 2005