



Date: September 14, 2022

Faculty name: Stephen Carter

Employee number: 506881

Programs: Information Technology: Web and Mobile Application Development

RE: Coordinating Instructor Allowance

Dear Stephen,

This letter is to offer you the role of Coordinating Instructor for the:

Program: Information Technology: Web and Mobile Application Development Cohort A

Program: Information Technology: Web and Mobile Application Development Cohort B

School of Information Technology and Natural Resources

Collective Agreement Article – Article 22.01(c)

Amount payable – \$150.00 bi-weekly

Timeframe – Start Date: August 30, 2022 End Date: June 23, 2023

Please indicate below your acceptance/non-acceptance of the Coordinating Instructor role.
Once again, thank you for agreeing to take on this additional responsibility.

Sincerely,

Dan Shannon
Academic Chair – School of Information Technology

I wish to advise of my ☐ acceptance, ☐ non-acceptance of the role of Coordinating Instructor as per above.

Faculty Signature

Copies: Dean – Jeff Dempsey
Payroll Representative
Faculty member