

MEMORANDUM OF UNDERSTANDING

SSU/SEA Collective Bargained Agreement 2015-2018

Online/Hybrid Course Development

WHEREAS, the university currently offers only a small number of online and hybrid classes which fulfill General Education Program requirements; and

WHEREAS, the university desires to increase the number of online and hybrid courses available to students which can be used to meet General Education Program requirements; and

WHEREAS, increasing numbers of online and hybrid course offerings may increase enrollment by attracting students who otherwise would not be able to come to campus for a class; and

WHEREAS, both parties recognize that developing an online or hybrid class involves work above and beyond that required for a traditional face-to-face course; and

WHEREAS, the CBA allows for payment of faculty for this additional work in Article 20 but only a small number of faculty have developed courses due to concerns over university ownership of such courses;

THEREFORE BE IT RESOLVED that the parties have agreed that the university may offer faculty the opportunity to be paid for development of online or hybrid courses under the following terms.

- A.** The university will offer a supplemental contract to full-time tenured or tenure-track bargaining unit members for the development of General Education distance learning online or blended learning courses.
- B.** In accordance with Article 20 of the CBA, contracts will be available to said faculty who have successfully completed one or more Quality Matters courses in design, delivery, or assessment of online or blended courses or who have previous demonstrable and successful experience teaching and developing online or blended courses.
- C.** These classes might be piloted one time in Summer 2017 with the approval of the Distance Learning Committee. If the faculty member in consultation with the Distance Learning Committee deem the course successful, in Fall 2017 the courses will then be submitted to the UFS for approval.
- D.** Compensation for newly developed course will be \$3,500 to be paid after the class is approved by the Distance Learning Committee for the Summer 2017 pilot and \$1,000 when the course has been appropriately revised, if necessary, and then passed by the UFS in Fall 2017.

- E. If a faculty member does not complete development of the course in time to be offered in Summer 2017, then he/she will repay any compensation provided for course development.
- F. Once the course is approved, the faculty member will have priority during the next three years to teach the course whenever it is scheduled. If the faculty member chooses not to teach the course in a given term when it is scheduled to meet the needs of prospective and new students, the chairperson and/or program director can identify another suitably qualified faculty member to do so (i.e. one who has successfully completed one or more Quality Matters courses in delivery and assessment of online or blended courses or who has previous demonstrable and successful experience teaching online or blended courses).
- G. If there is a need to offer more sections of the online course in a given term than the faculty member who developed the course can reasonably accommodate as part of his/her normal workload in order to meet the scheduling needs of prospective and new students, then the chairperson and/or program director can identify other suitably qualified faculty members to do so (i.e. those who have successfully completed one or more Quality Matters courses in delivery and assessment of online or blended courses or who have previous demonstrable and successful experience teaching online or blended courses).
- H. After that three-year period, the university and faculty member may enter an agreement to refresh and re-offer the course for another three-year period for a mutually agreed amount that will be determined during the next contract negotiations. If the university and faculty member do not enter into an agreement, the university will transfer its ownership interest in the course to the faculty member and may contract with another faculty member to design a new on-line course shell.

BE IT FURTHER RESOLVED, except for modifications made with regard to courses developed under this MOU, all provisions of Article 20 remain as written in the 2015-2018 SSU/SEA collective bargained agreement.

For R. Kurtz

Jeffrey A. Bauer 3/20/17
For the University
Dr. Rick Kurtz
President, Shawnee State University

Eugene H. Burns Jr. 3-16-17
For the Association
Dr. Eugene Burns
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