

2013-16-25

**Memorandum of Understanding**  
**Redwoods Community College District (District)**  
**College of the Redwoods Faculty Organization (C.R.F.O.)**

**Strategic Online Course Development**


Consistent with institutional planning and in consultation with the Academic Senate Co-Presidents, Instructional Deans, and Director of Distance Education, the administration has a strategic interest to provide TLU/stipend support for the creation of targeted online courses. Strategic Criteria include courses to support (1) Online Education Initiative Student Exchange (2) IGETC/CSU GE for transfer (especially missing or underserved areas), and (3) ADT, degrees, and certificates.

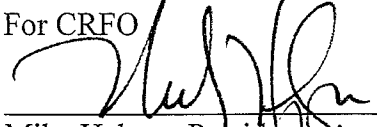

Deans will appoint one faculty member (or AF) to each of the following courses (for a total of seven appointments):

- o ENGL 1A Analytical Reading and Writing (OEI Exchange, CSU GE Transfer)
- o AJ 1 Introduction to Criminal Justice (OEI Exchange)
- o ECE 2 Child Growth and Development (OEI Exchange)
- o PHIL 10 Introduction to Philosophy (OEI Exchange)
- o BIO 1 General Biology (complete CSU/UC GE Transfer)
- o BUS 18 Business Law (complete the ADT Business)
- o HIST 21 World History: 1500CE-Present (complete the ADT History)

The TLU reassignment (or equivalent stipend) will be equal to the TLU associated with the face-to-face course as determined by the course outline of record. In addition:

1. The **instructor agrees** to develop the content to deliver a course for online delivery in Canvas. The instructor agrees to complete the online course consistent with the course learning outcomes and OEI course exchange rubric as determined by the DE Faculty Coordinator.
2. It is the instructor's responsibility to create the online course proposal form and pass review by the Curriculum Committee and Academic Senate.
3. The content will be placed under a creative commons license.
4. The instructor must be CR-certified to teach online with OTLT certification recommended.
5. For remuneration, the instructor will choose either TLUs or Stipend. TLUs will be applied to the next immediate semester or banked according to the CBA. Associate faculty will receive a stipend determined by the TLU value of the course multiplied by the appropriate TLU rate. Stipend to be received when the online course is published in Web Advisor for student registration.
6. The instructor will teach the course at least twice in two years provided the course is offered. Associate faculty will have "first right of refusal" to teach the course the third time it is offered.
7. This agreement will expire on June 30, 2017 unless otherwise agreed to by both parties.

For RCCD                      Date  
                      5/9/16  
Keith Snow-Flamer – President/CEO

For CRFO                      Date  
                      May 9, 2016  
Mike Haley – President  
                      5/10/16  
John Johnston – Chief Negotiator