

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





The RCCD and CRFO agree to compensate district faculty for working on behalf of the District with Heizenrader LLC to create instructional training and education course materials for College of the Redwoods using EducationXR. Compensation will be \$6000 for the following deliverables.

- Create detailed instructional plan for course modules to be used in the class/lab setting
- Provide weekly consultation with Heizenrader to include meeting for approximately 30 minutes each week to review progress, another 30 minutes each week of actual testing review for user experience feedback (course development happens over 8-10 weeks).

Heizenrader LLC is responsible for actual course design, creation, deployment, distribution and resale of instructional materials.

Upon successful completion of the work delineated above, the faculty will be compensated \$6,000. There will be no further compensation for this work, regardless of how the District or Heizenrader LLC decides to use the work product.

The District and CRFO further agree that this MOU will expire on December 2021 unless mutually agreed by the District and CRFO.

For RCCD	Date	For CRFO	Date
 Keith Flamer (Mar 29, 2021 10:06 PDT)	Mar 29, 2021	 Michelle Haggerty (Mar 29, 2021 12:32 PDT)	Mar 29, 2021
Keith Flamer – President/Superintendent		Michelle Haggerty – President	
 Kerry Mayer (Mar 29, 2021 12:33 PDT)	Mar 29, 2021	 John Johnston (Mar 29, 2021 12:38 PDT)	Mar 29, 2021
Kerry Mayer – Chief Negotiator		John Johnston – Chief Negotiator	