

MEMORANDUM OF UNDERSTANDING BETWEEN CHABOT-LAS POSITAS
COMMUNITY COLLEGE DISTRICT AND CHABOT-LAS POSITAS FACULTY
ASSOCIATION

January 18, 2019

In consideration of faculty participation in the implementation of the OEI exchange, it is agreed as follows:

Faculty Creating or Preparing Courses for the OEI course exchange:

1. One or more faculty at each campus will volunteer to complete the course alignment peer review process, with the first course(s) available for enrollment no sooner than in Spring 2019. Participation in the course exchange is voluntary and instructors will decide whether they wish to undertake the substantial effort required to align their class(es) with the OEI Course Design Rubric.

The OEI determines eligibility of courses for the exchange and thus the review process. As of June 2018, ADT, IGETC, and CTE classes are eligible; each class must be fully online and have been taught in Canvas at least one term prior to becoming eligible to submit for review.

2. The district shall earmark the balance of the \$150,000 allotted to the Canvas conversion in the MOU dated September 2016 as initial funding to pay faculty who elect to complete the OEI course exchange review and alignment process. These funds will be divided equally between the two campuses for the period of this contract. After June 30, 2022, any unspent funds will be available for use to either campus, within the guidelines of this MOU.

To be eligible for compensation under this provision, the course has to be eligible for the OEI exchange.

- a. For aligning an existing Canvas course with the OEI rubric and approval for the exchange, faculty members will be paid 13 hours at the F rate. Each faculty member will be eligible to receive the compensation for the initial completed and aligned course. Each subsequent class aligned by the same instructor will be paid 7 hours at the F rate.
 - b. Faculty will be paid at the beginning of the term in which the course is first taught in the OEI exchange.
 - c. Faculty who have created a fully aligned OEI course are guaranteed the right to teach a section of this course for the two (2) terms when it is next offered on the course schedule, and when it is available based on the provisions of this agreement. In the event that another instructor is already assigned a section of this course to be taught on the OEI exchange, and it is within the guaranteed two (2) assignments described above, then the instructor who was subsequently approved will receive an assignment only as it is available or after the guaranteed two (2) assignments are given to the initial instructor.
 - d. Faculty will have full academic freedom in development of their course(s). Completed courses will be the intellectual property of the instructor in accordance with Article 27A.1.
3. Faculty will submit an application to convert courses by their discipline for OEI exchange online instruction on a voluntary basis. Applications will be approved by the appropriate Dean

at the dean's sole discretion after consultation with the discipline coordinator and the Vice President of Academic Services.

4. Since OEI course alignment is a combination of course and instructor being approved for the exchange, OEI courses are not subject to bumping as described in Article 9A.3b.
5. In the event that multiple OEI aligned sections of a course are available, course assignment shall be made according to the provisions of Article 9A and Article 18B. OEI aligned courses can be assigned according to the appropriate dean's discretion over and above the allotment described in Article 18B.1g.

Peer Review Team

6. Faculty peer reviewers will be identified and trained to review courses for alignment to the OEI Exchange. These individuals will complete peer review training as described in the OEI process.
 - a. The peer review process is not part of faculty evaluation and will not be considered in the college's faculty evaluation process.
 - b. Total compensation available for peer reviewer will be 5 F hours per evaluation, unless review compensation is part of the faculty member's pay.

Training and Support

7. Faculty members are encouraged to participate in training and support as they prepare courses for the OEI exchange and alignment with the OEI Course Design Rubric.

Nothing above is intended to limit faculty from obtaining support through Professional Development for matters related to online instruction, or to limit the use of FLEX resources to provide additional workshops and participation support related to the implementation of The OEI Course Exchange.

Distance Education Related Working Conditions

8. Article 10F.3e shall be amended as follows:

No work traditionally performed by unit members shall be awarded to other institutions outside the OEI Consortium for transmission to Chabot-Las Positas Community College district by electronic means.

Change in Regulations from the CVC-OEI

9. In the event that there is a change in the regulations for OEI consortium participation or course enrollment from the CVC-Online Education Consortium, the Faculty Association and the District agree to meet and negotiate the impact effects of any relevant changes.

Signed and entered this 22 day of January, 2019.

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David D. Fouquet, President
Chabot-Las Positas Faculty Association

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Ronald P. Gerhard, Interim Chancellor
Chabot-Las Positas Community College District