

May 1, 2000  
(\*revised January 3, 2003)

**Distance Education  
MACER Agreement  
(2000-2001)**

**Introduction**

**The following items are in response to the points referenced in the Memorandum of Agreement with respect to Distance Education. The team identified by the MACER agreement to bring additional resolution and clarification to some of the points in the referenced agreement included: Bob Prior, Wally Swett, Ken Wong, Dick Baldwin, Pat Toney, and Cathy Livingston. The group met several times and reviewed the Memorandum. This response reviews items I – XI in the attached Memorandum and provides further points of clarification and agreement with respect to some of the items.**

**I. Statement of Intent**

**No additional comments.**

**II. Participation by Faculty Members**

**No additional comments.**

**III. Evaluation of Faculty Members**

**No additional comments.**

**IV. Student Access to Faculty**

**We all agreed that we should support diverse approaches to delivering distance education courses. For example, some faculty may want to schedule some on-campus meeting times throughout the semester. In such instances, faculty should submit in writing to the appropriate Instructional dean the desired date(s) and preferred meeting times per on-campus session. This information should be submitted within the same timeframes as preferred teaching schedules.**

**On-line instruction courses will be identified as such in the course schedule booklet, and any additional meeting times or specific restrictions will be included in the course description and/or course listing.**

**V. Class Size/Workload\***

**20 students is the maximum for distance education courses, except for English Composition, ESL, Introductory Foreign Languages, and remedial and developmental courses in which the maximum size is 16 students.**

**VI. Compensation**

**The College agrees to reimburse faculty for on-line instruction in the following manner:**

**\$750 per credit for first-time adapting of course materials to on-line instruction. For example, the first time a faculty member teaches a three-credit course on-line that has not been previously adapted for on-line instruction, he or she will receive a stipend of \$2250.**

**\$750 will be paid as a one-time stipend to faculty for attending training sessions on how to adapt a course for on-line instruction.**

**For further clarification, let's say ENG 101 has already been put on-line. The next individual wishing to teach ENG 101 on-line will be paid the one time training fee but would not be paid the fee for developing the course on-line.**

**VII. Distance Ed Committee**

**No additional comments.**

**VIII. Intellectual Property Rights**

**No additional comments.**

**IX. Savings Clause**

**No additional comments.**

**X. State-wide Implementation Committee**

**Once we have begun implementation of the first sequence of on-line courses, this group of individuals will review our initial agreements. Both parties agree that these initial agreements are in effect for the 2000-2001 academic year. Beyond that each item may be revisited without penalty of any precedent set in this agreement. Furthermore items agreed to in this iteration do not in any way limit options that exist in the state-wide agreement.**

**XI. Duration**

**No additional comments.**