**Agreement between**

**Cincinnati State Technical and Community College**

**and**

**American Association of University Professors**

**Cincinnati State Technical and Community College Chapter**

**MEMORANDUM OF UNDERSTANDING**

**Distance Education Course Transition for Semesters**

With respect to Article 10 (B) of the Collective Bargaining Agreement, Cincinnati State Technical and Community College and the Cincinnati State Technical and Community College Chapter, American Association of University Professors, hereby agree as follows:

1. Distance education courses which were developed under the provisions of Article 10 for terms, and have been transitioned or are being transitioned to semesters, shall be subject to the provisions below. These courses are identified in categories A, B, and C in the attached table.
2. Faculty members who transition distance education courses from terms to semesters will be compensated for this work using the rates shown in the attached table.
3. Faculty members who transition distance education courses from terms to semesters will sign a written agreement that specifies the course to be transitioned; the schedule for completion; and the conditions of ownership, including possible ongoing payment for course maintenance activities.
4. The development of any distance education courses for semesters which are not specifically addressed by this agreement will be compensated as described in Article 10 (B), and will adhere to the “Principles and Processes” agreed to on March 29, 2012, by the AAUP and the College Administration.

**Compensation Rates for Distance Education Courses   
Transitioning from Terms to Semesters**

|  |  |
| --- | --- |
| **Course Level and Content Source**  (explanations below) | **$ per course development unit** |
| A1 | $ 34 |
| A2 and B1 | $ 68 |
| A3, B2, and C1 | $102 |
| B3 and C2 | $136 |
| C3 | $170 |

**Course development levels:**

A. Almost all of the online course content already exists, but content needs to be reorganized/rearranged to fit the 15-week semester format, and/or a small amount of new online content needs to be created.

B. About 60% of the online content already exists, but an additional 40% of new content needs to be created and integrated appropriately with existing content.

C. Less than 60% of the online course content already exists; the rest of the content is new material that has not been offered previously in an online format.

D. This is an entirely new online course; none of the content has been offered previously in an online format.

**Course content sources:**

1. Content is primarily from a course cartridge or comparable materials provided by a publisher, and requires few revisions by the course developer(s).

2. Content is a combination of materials provided by a publisher that require few revisions, and original material created by the course developer(s).

3. Almost all content is original material created by the course developer(s).

CINCINNATI STATE TECHNICAL AND AMERICAN ASSOCIATION OF

COMMUNITY COLLEGE UNIVERSITY PROFESSORS,

CINCINNATI STATE TECHNICAL

AND COMMUNITY COLLEGE CHAPTER

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