

MEMORANDUM OF UNDERSTANDING BETWEEN
SOLANO COMMUNITY COLLEGE DISTRICT
AND

SOLANO COMMUNITY COLLEGE FACULTY ASSOCIATION

The parties agree to the following addendum to the MOU signed on Sept. 29, 2021. This language shall sunset as of May 31, 2023.

The MOU signed on Sept. 29, 2021 states:

“No member whose DE Certification remains incomplete / unapproved as of Nov. 5, 2021, shall be assigned to any online or hybrid instruction in Spring 2022.”

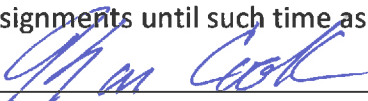
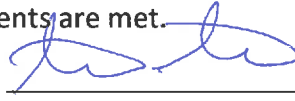
The parties agree that this language was intended to apply only to Regular / Full-time faculty and to part-time faculty employed by the District in the period of Fall 2020-Fall 2021, during which all actively-assigned faculty were required, as a condition of future online instructional assignments, to complete full DE Certification and approval by final vote of the DE Committee.

The above language was *not* intended to apply to new Fall 2022 or Spring 2023 hires (full- or part-time), nor to part-time faculty returning to employment with the District in Fall 2022 or Spring 2023 following a break in service during the Fall 2020 – Fall 2021 period.

If offered online assignments in order to meet departmental needs, new hires and returning part-time faculty who have been unable to complete the full DE Certification process due to a break in service between Fall 2020-Fall 2021 shall be allowed to complete the DE Certification process concurrent to teaching online their first semester (the Fall 2022 or Spring 2023 semester). The current process includes the following components:

- Complete Solano College Canvas Training (two courses) or equivalent courses through @One, taken at the employee’s expense (can apply to be reimbursed by PDFC funding);
- Submit, for DE Committee review, a partial Canvas shell, containing at least four modules / four weeks of course materials;
- Self-assessment of the submitted shell, using the OEI rubric;
- Collaborate with a mentor assigned by the DE Committee to ensure the course aligns with the OEI rubric;
- Bring the submitted shell to the minimum standards of 90% Accessible and no broken links;
- Receive final DE Committee review and approval vote.

New or returning instructors who do not complete the requirements within their first semester (the Fall 2022 or Spring 2023 semester) will not be eligible for subsequent online or hybrid assignments until such time as the above requirements are met.

 _____	<u>3-3-22</u>	 _____	<u>3/3/22</u>
Karen Cook Chief Negotiator, SCFA	Date	Sal Abbate Chief Negotiator, SCCD	Date