

ADDENDUM
TO THE COLLECTIVE BARGAINING AGREEMENT

Whereas, Southwestern Michigan College (hereafter the “College”) and the Southwestern Michigan College Faculty Association, MEA/NEA (hereafter the “Association”) are parties to an existing collective bargaining agreement with a duration of November 18, 2019 through June 30, 2023 (hereinafter “Bargaining Agreement”);

Whereas, the parties to the Bargaining Agreement have recognized the need to modify the Bargaining Agreement to address online course development; and

Whereas, the parties have duly considered proposals to address online course development and at a public meeting the College’s Board of Trustees on July 22, 2020 ratified the terms and conditions of this Addendum to Collective Bargaining Agreement (“Addendum”) and on July 24, 2020 the membership of the Association also ratified this Addendum.

Therefore, the College and the Association hereby enter into this Addendum and agree to the following Addendum of the Bargaining Agreement:

- (1) Faculty who have completed Moodle Learn (or its equivalent), Quality Matters “Teaching Online” (TOL) (or its equivalent), either the Quality Matters “Designing Your Blended Course” (DYBC) or “Designing Your Online Course” (BYOC) (or their equivalents), and Quality Matters “Applying the QM Rubric” (APPQMR) (or its equivalent), are certified to teach SMC online courses. Faculty who complete the full trio of Quality Matters training [i.e., TOL + DYBC or BYOC + APPQMR (or their equivalents)] shall receive a \$500 stipend. Faculty who complete less than the full trio of the Quality Matters trainings shall receive \$150 per course completed.
- (2) Once faculty are certified to teach online, they are eligible to develop online courses.
- (3) Courses to be developed for online delivery remain at the College’s discretion. As a course is identified for online delivery, the Vice President of Instruction will reach out to online-certified SMC faculty credentialed in that course to convert the existing course to an online delivery.
- (4) If no current faculty is online-certified for the course, the Vice President of Instruction will identify the faculty member closest to certification to accelerate the certification and course development.
- (5) Conversion of a current course to online delivery will be supported with a \$2000 stipend, payable upon completion of the course and approved through the Quality Matters rubric (or equivalent). In the event that multiple faculty contribute to an online course conversion, the \$2000 stipend shall be divided, accordingly.
- (6) Converted courses must be 80% completed at least two weeks prior to the opening of registration for the first semester the course is offered in the online delivery.
- (7) The completed converted course is the College’s property to offer in multiple sections and by other online-certified and credentialed faculty.
- (8) The faculty member(s) who developed the course shall have the right of first refusal to teach the online assignment(s) for that course each semester.
- (9) Other conditions pertaining to the delivery of online courses may be subject to future Memos of Understanding.
- (10) The decision of who receives the online course development assignments (and their accompanying \$2000 stipends) is the prerogative of the college.

(11) Except as expressly set out in this Addendum, all other terms and conditions of the Bargaining Agreement shall remain in full force and effect.

Rabi Shegkooly for the Association 7/28/2020 Date

Its President - SMCEA

Dwight for the College 7/24/20 Date

Its VP of Instruction