

Memorandum of Understanding: September 14, 2022 - June 30, 2023
Instructional Support to The Rising Scholars Program

This MOU is to formalize for the 2022-2023 academic year the role for instructional support for the Rising Scholars Program (RSP) for a faculty member who has knowledge of the curriculum and teaching practices required for the program to continue to be successful and meet the needs of students.

This MOU is meant to provide pedagogical, instructional, and curricular expertise to the program in collaboration with the Director of the RSP and the guidance of the Rising Scholars Committee.* The academic oversight provided through this MOU is not meant to represent co-director status over RSP. The faculty member completing these duties is not expected to be responsible for nor should they expect to be included in all decisions related to the RSP operations.

Twelve (12) units are proposed for the 2022-2023 academic year. The recent receipt of the Rising Scholars Grant (allowing for additional support) as well as the curricular overhaul being conducted during this year, in addition to the goal of further establishing an informed and prepared community of collaboration for instructors teaching in RSP have led to the identified need for a robust reassignment of units. The 12 units suggested as part of this MOU may be divided upon mutual agreement between the faculty and the administration, with some portion being awarded to more than one faculty member. In this case, the tasks and associated units (out of the 12 total) should be clearly laid out.

General Values and Approach:

- Take a social justice approach to instruction of the RSP
- Provide faculty expertise in guiding RSP courses and degree offerings
- Allow for the stabilization and evolution of the RSP course offerings
- Help provide continued attention to high quality instruction
- Work collaboratively with RSP director, Director of Online Learning, Faculty Chair of Teaching and Learning, staff, and college administration to ensure quality of instruction and improve student learning outcomes and completion

AY22-23 | 12 units

- These units apply to the completion of the duties below for the 2022-23 academic year. At the discretion of the faculty member, these units may be used as reassigned units, paid out as overload units once the faculty member meets the 48-unit contractual load, or banked (as part of the banked maximum of 8 units, per Article 5 of the Collective Bargaining Agreement).
- These units are on top of the faculty member's regular Department Workload units (which likely include adjunct faculty teaching in RSP).
- This MOU will sunset on June 30, 2023; any future units will be renegotiated in 2022-23 for the following year(s) based on the knowledge gained from this MOU.
- From 2023 on, the expectation is that faculty input and expertise may be needed on a maintenance level for continuous improvement and that any ongoing reassigned units will be negotiated for the 2023-24 academic year and beyond, if necessary. Should other finite projects emerge that require a more substantial commitment of faculty time and expertise, additional units may be considered.

Duties

- Onboard new RSP faculty using the process and materials developed in 2021-22 through previously designated reassigned units. Maintain and make available those materials.
- Be available to questions for faculty about how to complete the curricular revisions (instructional design consultation).
- Serve as a point of contact for instructors regarding teaching in the RSP (however, can and should direct questions to others as well, particularly about CDCR and operational issues).
- Build a collaborative RSP teaching community by proactively creating/offering professional development opportunities (3 per year or 1 per term).
- Provide regular communication to faculty, in coordination with RSP staff, in terms of pedagogy, grading strategies, how to provide feedback (grading, deadlines, drops, curricular design, online transitioning). In other words, communicate about teaching and learning (3 communications per term). A digest with higher-level and CDCR-related information will come from the Director.
- Work primarily with faculty and collaborate with the Director of Online Learning in archiving what is learned through online incubator project in juvenile facilities. Document and make available that information.

*The Rising Scholars Committee and co-chair will be appointed by the Academic Senate and will be considered as part of faculty members' "college work" requirement and are not included nor considered as part of this 12-unit allocation. The intent with that structure is that faculty members serving in any capacity on the Rising Scholars Committee will be able to count that work toward their contractual "college work" requirement of 3 hours per week (per Article 5 of the Collective Bargaining Agreement).

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Ray Gamba (Sep 20, 2022 14:19 PDT)

Raymond Gamba Date
Vice President, Academic Affairs



Mike Spina (Sep 21, 2022 20:45 PDT)

Michael Spina Date
President, Faculty Association









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Final Audit Report

2022-09-22

Created:	2022-09-20
By:	Lori Thorne (thorne@ltcc.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAWOp-68ZGIMdR8LurAlz7LPzThFb-r7OV

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-  Document created by Lori Thorne (thorne@ltcc.edu)
2022-09-20 - 8:35:55 PM GMT- IP address: 198.189.128.3
-  Document emailed to Ray Gamba (gamba@ltcc.edu) for signature
2022-09-20 - 8:36:35 PM GMT
-  Email viewed by Ray Gamba (gamba@ltcc.edu)
2022-09-20 - 8:36:39 PM GMT- IP address: 40.94.31.126
-  Document e-signed by Ray Gamba (gamba@ltcc.edu)
Signature Date: 2022-09-20 - 9:19:46 PM GMT - Time Source: server- IP address: 198.189.128.3
-  Document emailed to Mike Spina (spina@ltcc.edu) for signature
2022-09-20 - 9:19:48 PM GMT
-  Email viewed by Mike Spina (spina@ltcc.edu)
2022-09-20 - 9:19:54 PM GMT- IP address: 40.94.31.126
-  Document e-signed by Mike Spina (spina@ltcc.edu)
Signature Date: 2022-09-22 - 3:45:18 AM GMT - Time Source: server- IP address: 174.87.195.63
-  Agreement completed.
2022-09-22 - 3:45:18 AM GMT