

MEMORANDUM OF UNDERSTANDING
Between
Coast Community College District and
Coast Federation of Educators/American Federation of
Teachers (CFE/AFT) Local 1911

Extension of Canvas Training Initiative

Recognizing that the District's learning management system transition from BlackBoard/Seaport to the Canvas requires focused training and course migration time for faculty, the Coast Federation of Educators ("CFE") and the Coast Community College District ("District") agree to support a faculty Canvas Training Initiative as outlined below. The District and CFE further agree that this Initiative will be non-precedent setting and there is no agreement inferred or implied that the District would consider using these (or other District funds) for paying for training in the future.

1. CFE will fund the Canvas Training Initiative with the current balance of the "retraining" fund allocated in the collective bargaining agreement, Article XXII, Section 5. That balance is \$550,684.
2. As this Initiative may expend the current balance of the retraining fund, the District agrees that should an unforeseen economic crisis produce an emergency need for faculty retraining into a different discipline through the end of the 2019-20 academic year, the District will forward fund faculty retraining in an amount not to exceed \$200,000.
3. Each college is responsible for offering training and verifying completion of that training between **April 1, 2017 and September 30, 2017**.
4. Faculty participating in this initiative must sign a verification that they have completed the requirements listed below.
5. Faculty participating in this initiative can receive a one-time payment as follows:

Tier I: One-time \$400 Stipend (Maximum)

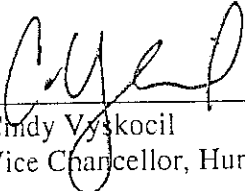
A. \$400 Stipend

- Requires faculty member to participate in a Canvas training session not to exceed six (6) hours
- Requires faculty member to upload into Canvas at least one fully developed online or hybrid course
 - Regular and substantive interaction requirements for online classes are addressed
 - Syllabus and textbook posted
 - Course is ADA compliant
 - Training in attendance taking, tracking and reporting

Tier II: One-time \$250 Stipend (Maximum)

B. \$250 Stipend

- Requires faculty member to participate in a Canvas training session not to exceed six (6) hours
 - Requires faculty member to upload into Canvas at least one course shell for face-to-face classes
 - Course material is uploaded
 - Course modules are populated
 - Syllabus and textbook posted
 - Course is ADA compliant
 - Training in attendance taking, tracking and reporting
6. All full-time and all part-time faculty (both CFE and CCA) members are eligible to participate in this Initiative and will be paid for one session.
7. Faculty must complete all training by **September 30, 2017** in order to be covered under this Initiative and be eligible for a stipend.
8. All full-time and all part time faculty members who are currently completing or have previously completed training within the District will be eligible for the stipend outlined above, as verified by the College.
9. Stipends will be paid with the **December 31, 2017** payroll.
10. This MOU does not apply to management or non-teaching classified staff.
11. Faculty who may have previously earned PDI/IPD salary advancement credit for Canvas training will have the option of having such credit revoked in order to receive this stipend.

 15/9/10
Cindy Vyskocil
Vice Chancellor, Human Resources

Rob Schneiderman
President, CFE/AFT Local 1911

David Grant
President, Board of Trustees

Canvas Training Initiative

Tier I Verification

One-time \$400 Stipend (Maximum)

- \$400 Stipend

- Requires faculty member to participate in a Canvas training session not to exceed six (6) hours
- Requires faculty member to upload into Canvas at least one fully developed online or hybrid course
 - Regular and substantive interaction requirements for online classes are addressed
 - Syllabus and textbook posted
 - Course is ADA compliant
 - Training in attendance taking, tracking and reporting

I certify that I have completed the requirements listed above.

_____/_____
Faculty member

_____/_____
Vice President of Instruction



Canvas Training Initiative

Tier II Verification

One-time \$250 Stipend (Maximum)

- \$250 Stipend

- Requires faculty member to participate in a Canvas training session not to exceed six (6) hours
- Requires faculty member to upload into Canvas at least one course shell for face-to-face classes
 - Course material is uploaded
 - Course modules are populated
 - Syllabus and textbook posted
 - Course is ADA compliant
 - Training in attendance taking, tracking and reporting

I certify that I have completed the requirements listed above.

_____/_____
Faculty member

_____/_____
Vice President of Instruction