

October 28, 2004

Professor Rose Sachs
President
Montgomery College Chapter
American Association of University Professors
Rockville, MD

Dear Professor Sachs:

This confirms the understanding reached between the College and the Chapter regarding distance learning course offerings. After review and good faith discussion, the parties have modified the 2001 agreement regarding distance learning offerings based on experience over the last three years. It is the intent of the parties that these provisions shall be effective from July 1, 2004 until June 30, 2007 and can be modified or revised by mutual agreement. Thereafter, the provisions can be incorporated into the negotiated Agreement between the parties by mutual agreement.

For purposes of this document, any credit-bearing course section that meets 50% or fewer of its State mandated minutes in a traditional classroom situation is considered a distance learning class section. For example, a typical 3 credit course meets fifty minutes three times per week for fifteen weeks or 2250 minutes. If a class is scheduled to meet for 1125 minutes or fewer in a traditional classroom mode, it is considered a distance learning section. Distance Learning class sections may be defined differently at the College outside of this document for different purposes.

A. Distance Learning Remuneration:

1. For the development of classes by a single faculty member for his or her use only in a specific semester
 - a. Such development is limited to two courses since July 1, 2001, the date of the original side letter.
 - b. Faculty members will be paid at 1 ESH per course credit during the semester in which they are developing the course(s).

2. For the development of Classes by a team including more than one faculty member
 - a. Applies to courses identified by the College administration as having long term potential for multiple sections to be offered by multiple faculty.
 - b. Faculty members will be paid at a minimum of 1 ESH per course credit divided among the faculty participants based on the work expectations during the semester(s) in which they are developing the course(s).

3. Additional development, delivery, support, and coordination of distance courses is paid for, as with any other type of course, only through mutual agreement between the faculty member and dean. Such support is not intended to be routine, but would be given when an increased workload justifies it.

B. Class size

In determining class size for courses offered in a distance learning format, strong consideration should be given to any unique features required of course delivery in this format that might significantly impact faculty workload and/or the educational experience of the students enrolled. When scheduling classes in a distance learning format, faculty members and the College administration will mutually consult to determine whether an exception, either greater or lesser, to typical class size should be made.

If these terms are consistent with the discussions and meet with the Chapter's approval, please sign and return one original of this letter.

Sincerely,

Kenneth W. Barrett
Director of Employee and Labor Relations
Montgomery College

For the Chapter

Date: _____, 2004