

**University of Massachusetts Boston
Corporate, Continuing and Distance Education
Development, Training & Delivery Agreement for Credit Distance Education Faculty**

ALL INSTRUCTORS SHOULD READ AND SIGN THE FOLLOWING AGREEMENT

New Faculty (for summer 09)

Faculty developing new online courses agree to participate in training sessions which enable them to develop and design their courses for on-line delivery and which gives them the technical tools needed to manage the course. Faculty agrees to attend technical training, pedagogical training and 2 workshops on supplementary technology tools (e.g. Horizon Wimba and Breeze). Faculty will be paid a stipend of \$3000 upon completion of deliverables below.

- 1 Attendance at all training outlined in email from Director of Online Education
- 2 Loading at least two weeks content onto the course site before course begins
- 3 Completing all required forms for the stipend and employment at UMB
- 4 Completion of streamed video introduction for course home page (with john.jessoe@umb.edu)
- 5 The \$3000 for training and development assumes completion of courseware by the end of the semester regardless of whether or not the course runs.

All Faculty

All instructors will be paid \$4393 for teaching a 3-credit course. You will be notified if the course does not attract sufficient enrollment to run. You will be expected to offer students 13 classes on line. Instructors are required to offer 2 synchronous meetings per course using the Horizon Wimba live classroom tool. (Contact alan.girelli@umb.edu for information)

Note: No development stipends will be paid for courses repeated. However, faculty will be provided a stipend for each new UMB web-based course developed. Faculty is expected to teach, upon CCDE request, the newly developed course in subsequent semesters (with departmental approval). If the faculty member does not choose to teach the course again, the dept chair may approve another instructor to teach the course. The original faculty member will be paid a royalty of \$500 in such circumstances.

- 6 Faculty will be paid \$3000 for each new UMB course developed for online delivery the first time offered. It is also expected that a streamed video introduction will be made for each new course.

UNION REPRESENTATION

This position is within a bargaining unit represented by the Faculty Staff Union/MTA/NEA. Other terms and conditions of employment are contained in a Collective Bargaining Agreement between the University and the Faculty Staff Union/MTA/NEA. As a condition of employment, all members of the bargaining unit represented by the Faculty Staff Union/MTA/NEA are required to pay either union dues or an agency service fee described in Articles VI and VII of the Collective Bargaining Agreement.

Further information is available through the union. Please contact Elizabeth Mock at 617-287-6295.