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Memorandum of Understanding
Between
San Joaquin Delta Community College District
And
San Joaquin Delta College Teachers' Association

Faculty Stipends – OER Course (re)Design Authors

This Memorandum of Understanding ("MOU") is made effective June 1, 2025 and has been jointly prepared by representatives of the San Joaquin Delta College Community College District ("District") and the designated representatives of the San Joaquin Delta College Teachers' Association ("SJDCTA"), the exclusively recognized employee organization within the District for all full-time and part-time faculty, including librarians and counselors, to modify provisions of the Master Agreement ("Agreement") between the District and the SJDCTA as follows:

Whereas, the District would like to make more classes affordable for students by using free and Open Educational Resources (OER); and

Whereas, the District is seeking ways to improve student outcomes and close the equity gap, and

Whereas, the District recognizes that Universal Design for Learning (UDL), when paired with OER, supports inclusive learning experiences; and

Whereas, the District recognizes there is preparation required to design courses around OER and UDL; and

Whereas, the District and SJDCTA agree that faculty salary and other compensation are areas exclusively subject to provisions of the Agreement, specifically for purposes of this MOU, Article XX – Extra Duty Compensation and Appendix C; and

Now Therefore the District and the SJDCTA do hereby agree as follows:

1. A maximum of 25 courses will go through the OER Course (re)Design Project. Recruitment will be conducted via open calls for faculty participation, and courses will be selected by the DE Instructional Design Team, in coordination with the Dean of DE and Regional Education.
2. Project duration will be June 1, 2025 – December 31, 2026 or until grant funding has been depleted.
3. Faculty participants using textbooks or materials at a cost will switch to free materials or Open Educational Resources (OER). Free materials or OER may be developed by the faculty member, or adopted through an OER verification process.
4. Faculty participants will be paid a stipend of $2,000 per unit. For example, a 3-unit course would be $6,000.

   Note: Master courses that have gone through POCR are not eligible for this project.

   Payment schedule outline below:
   a. Payments
      i. Stipends will be paid in 3 equal payments, at the beginning, middle, and end of the project.

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ii. For the first payment, faculty must attend a project orientation meeting, work with the DE Instructional Design Team to select OER or develop a plan for authoring free materials, and sign a form agreeing to the project expectations.
iii. For the second payment, faculty must demonstrate completion of about half of the project deliverables.
iv. The third payment will be made once all project expectations have been met and the course has been reviewed and signed off by the DE Instructional Design Team.

5. Project Expectations:
   a. Each faculty member developing an OER course as part of this MOU agrees to participate in SJDC's Professional Development training in one or more of the following: OER, UDL, Accessibility, and Design Tools.
   b. Faculty will be given support and course design assistance from the Office of Regional & Distance Education and Professional Development.
   c. Faculty agree to follow the course design schedule and deliverables set by the office of Regional & Distance Education and Professional Development, including regular, in-person meetings.
   d. Each OER course will meet the following criteria:
      i. Be zero-cost, utilizing only OER and/or faculty-created materials.
      ii. Incorporate systematic Universal Design for Learning principles throughout the course.
      iii. Utilize instructional design tools throughout the course for development of high-quality, zero-cost content.
      iv. Pass a full accessibility check.
6. Faculty who create OER courses in Canvas will use the content only in teaching assignments at SJDC. Faculty agree to create content that can reasonably be adopted and used by other faculty in their teaching assignments at SJDC. For each faculty member who creates an OER Canvas shell for compensation, copies of the shell will display Creative Commons Attribution-NonCommercial license (CC BY-NC), as per MOU "**OER Shell Content Usage Agreement"**.

This MOU shall remain in effect through December 31, 2026.

For the District:

Signed by: 99992A34D9C64BA...
5/2/2025 | 5:00 PM PDT
Jennifer Burchett Date
Interim Vice President of Human Resources & Risk Management

DocuSigned by: D790772B977A428...
5/2/2025 | 7:08 PM PDT
Dr. Kale Braden Date
Assistant Superintendent/
Vice President of Instruction and Planning
San Joaquin Delta College

DocuSigned by: BD4B2F644D5142E...
5/2/2025 | 8:21 PM PDT
Dr. Lisa Aguilera Lawrenson Date
Superintendent/President
San Joaquin Delta College

For the Association:

Signed by: A449DC09B77E40A...
5/2/2025 | 8:29 PM PDT
Dr. Elizabeth Maloney Date
President, SJDCTA