

*Distance Education Committee  
Position Papers  
2009-2010*

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*Committee: DE Committee*  
*Committee Topic: Course Load*

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- No more than 40% of contract load (two [2] courses or six [6] units whichever is lesser) may be taught as distance education, or online, in any given fall or spring semester. (CCA/CTA/NEA Agreement 15.11)
  - Faculty who teach four and five credit courses are limited to one DE course, whereas faculty teaching three credit courses may teach two DE courses per term.

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- DE course demand has increased steadily since the first online courses were offered in 2005.
  - ACCESO researched and surveyed faculty opinions in Spring and Summer 2009.
  - The DE Committee reviewed the results of the surveys and discussed the item on June 3, 2009, September 17, 2009, and October 15, 2009.

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- In order to increase class availability and meet student demand, the available DE course load limit for faculty should be increased.
  - DE committee recommends increasing the allowable DE course load for faculty. However, the limit should not be eliminated entirely. It is believed that eliminating the limit would allow some faculty to teach fully online, and before that can happen many other issues need to be addressed concerning committee work, office hours, etc.

*Committee: DE Committee*

*Committee Topic: Online Course Enrollment Limits*

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- The enrollment limit of an online course is equal to its face-to-face counterpart.
- There are varying enrollment limits for online courses, ranging from 20 to 40 students.

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- The DE Committee discussed online course enrollment limits on October 15, 2009, and again on November 5, 2009.
- The DE Committee recognizes that online courses often need more preparation and personal interaction for student success than their face-to-face counterparts.
- The DE Committee acknowledges that most research in the area of online course enrollment recommends course sizes in a range of 15 to 25 students.

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- The DE Committee acknowledges that course time requirements for preparation, course management and effective communication are often greater in online courses than in their face-to-face counterparts.
- The DE Committee agrees that online courses and their face-to-face counterparts should be examined independently to determine the optimum enrollment limits for quality education.

that the best

practice for Imperial Valley College is as follows:

*Committee: DE Committee*  
*Committee Topic: Online Office Hours*



*Committee: DE Committee*  
*Committee Topic: Stipends for DE Development*

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According to the Agreement, section 17.14.1,

Compensation of \$540 per lecture unit shall be granted to the faculty member who successfully develops and delivers a complete distance education, or on-line course, for the first time, provided such course is operating on the official census date for the course. If another unit member develops or delivers the same or a different version of the same course during a subsequent semester, no stipend will be paid to this second unit member. For the purposes of this paragraph only, if a unit member develops an on-line non-credit course; one unit shall be defined as the equivalent of 18 hours of non-credit instruction. Payment for such course development shall be paid in one lump sum payment after the end of the semester in which the newly developed course was first offered.

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*Committee: DE Committee*

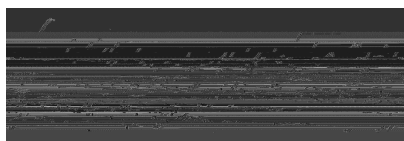
*Committee Topic: Intellectual Property Rights for DE*

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According to the Agreement, section 21.6,

A unit member who develops on-line or distance education course for which s/he has been compensated through a stipend by the District or a District controlled grant is the joint owner of the distance education course with the District. The unit member retains the right to use the course materials at Imperial Valley College and at any other college at which the unit member is teaching or may in the future teach. The unit member is required to submit a complete copy of ofIEU 50 0 0 50 0 0 Tm /F5.0 1 Tf [ 0 50 :

*I hereby certify that the above position statement was approved by the DE Committee on March 4, 2010.*



*Signature of Chair*



Committee: DE Committee  
Committee Topic: Sick Leave and DE

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- According to the Agreement, section 6.1.2.4, "Unit members whose teaching assignment, whether as load or overload, includes online or DE courses, shall receive the same number of hours of sick leave as they would be entitled to had the same course been offered as a full-term, traditionally delivered course, whether during the regular semester or during a winter or summer session."

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- The DE Committee discussed this issue on February 25, 2010

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- It is important to ensure that online/hybrid instructors are treated the same was as other instructors.
  - Set forth DE Committee's position statement:

that the best
practice for Imperial Valley College is as follows:
The language in the current agreement should remain intact.
<i>NOTE: It is acknowledged that all matters pertaining to hours, wages, and working conditions must be negotiated between the District and Union. The position of the DE Committee is provided to assist in the development of best practices for Imperial Valley College and in no way attempts to bypass the process of collective bargaining.</i>

*I hereby certify that the above position statement was approved by the DE Committee on March 4, 2010.*

*Signature of Chair*

*Committee: DE Committee*  
*Committee Topic: Right of First Refusal*

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- Currently, classes are selected by full-time faculty members within a division based upon seniority or a method agreed upon “through the collegial participation of all effected unit members” (15.15).
  - As a result, faculty members who develop an online/hybrid course may not be able to teach that course.

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- This issue was discussed at the November 19, 2009, the February 18, 2010, and the February 25, 2010, meetings of the DE Committee.

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- This is a central issue for DE faculty because many would not take the time to develop an online class if they were not guaranteed the ability to teach that class.

practice for Imperial Valley College is as follows:

that the best

If a faculty member develops an online course through the IVC’s agreed-upon process spelled out in AP 4021, then the faculty member has the right of first refusal to teach the course in question, regardless of the member’s seniority status. This would apply only to the first person to develop and deliver an online version of the course in question.

*NOTE: It is acknowledged that all matters pertaining to hours, wages, and working conditions must be negotiated between the District and Union. The position of the DE Committee is provided to assist in the development of best practices for Imperial Valley College and in no way attempts to bypass the process of collective bargaining.*

*I hereby certify that the above position statement was approved by the DE Committee on March 4, 2010.*