

LOCK HAVEN UNIVERSITY
MEMORANDUM OF UNDERSTANDING

Date of Agreement: November 27, 2019

Effective Date: 2019/2020 Academic Year

Winter Intersession

A Winter intersession will be offered between fall and spring semesters in the 2019/2020 academic year. Courses to be offered will be selected in the same departmental process as other courses in the fall and spring, with the stipulation that the courses must be taught fully online. Faculty teaching online courses in the winter intersession must already have experience teaching fully online; the courses, however, need not have been developed and delivered fully online prior to being taught on line in the winter intersession. Exceptions to the stipulation that courses be taught fully online may be granted for approved Study Abroad programs and for internships and other field experiences on a case-by-case basis. The session will last for approximately four weeks between the end of fall semester and beginning of spring semester.

The contingency contracts will be issued December 4, 2019, and the contingency contracts will become firm contracts for all those sections such that the integer part of the average number of students certified by the registrar as being officially enrolled in the winter intersession is 25 per section by noon on December 12, 2019.

Faculty must volunteer to participate in the intersession and shall be informed in writing the minimum enrollment required. Distance education payments will be made in accordance with Article 41 of the CBA. Faculty Credit Hours Earned during the intersession are not to be consider part of the spring or fall semester loads. Faculty credit hours earned during the intersession will be paid in accordance with the salary schedule found in Article 22 of the CBA.


The parties agree this agreement will expire at the end of the winter session 2019 and will be renegotiated for subsequent winter sessions.

The parties agree this memorandum of understanding is valid for the period identified and is non-precedent setting.

The parties signify agreement with the above by signature below



Mr. Peter Campbell
APSCUF Chapter President



Dr. Stephen P. Neun
Interim Provost & Vice President

2019 CREDIT-BEARING CONTINUING EDUCATION AGREEMENT

ADDENDUM

The dates for Winter session 2019-2020 have been added below:

- One week prior to the start of classes *December 12, 2019*, the faculty member assigned to every undergraduate and graduate course under the current *Winter Intersession* agreement rolling average, **25 for undergraduate courses and 18 for graduate courses**, will be given the opportunity to teach the course under the following terms, with the same benefits under the CBA, pro-rated as appropriate for the compensation (for example, retirement payment). Each faculty member scheduled to teach a course that is enrolled below the current *Winter Intersession* agreement rolling average will be notified and offered the class by letter that contains the following scale/Individualized Instruction terms. The faculty member has until 3 PM on *December 16, 2019*, to accept the offer.
 - *Winter Session 2019/2020* will follow the same model: courses below the agreed upon average on the day a week from the start of the session will be offered under this agreement at the same compensation and benefits as above - 60% of instate undergraduate tuition (as to be determined) up to the full pay for rank and step under CBA Faculty Pay Schedule A (Fall 2019). Courses with enrollment of one to three will be offered to the faculty member under Art. 26.C compensation; courses with four students will receive \$2,500. Both will have the two-day window to agree to the offer or the course(s) will be cancelled. Final pay will be determined after the end of drop/add, the second day of classes.
- Final numbers for determination of pay will be calculated after the end of drop/add *December 20, 2019*.