

Letter of Agreement by and between Lansing Community College and the Lansing Community College – Michigan Association of Higher Education

November 29, 2016

The 2012-2016 LCC-MAHE Collective Bargaining Agreement, in Article XXII.E, specifies the compensation that full-time Teaching Faculty shall receive for work over and above their assigned annual base workload; and, in Appendices C-1 A and C-1 B, specifies the compensation that part-time Teaching Faculty shall receive for work over and above their assigned teaching workloads.

To facilitate equitable compensation under the terms and conditions of the 2016-17 Michigan Colleges Online Open Educational Resources (MCO OER) grants, the parties agree to the following items related to the compensation that full-time and part-time Faculty who are selected for 2017 MCO OER grants may receive the stipend amounts specified in the MCO OER call for proposals in conformance with the following:

1. By no later than the end of the Spring 2017 semester, participating Teaching Faculty will submit documentation of the progress on their OER project to her/his Administrative Supervisor and Project Manager Regina Gong for review and approval.
2. The documentation shall include the dates on which the work was performed and the hours devoted to the work for each day.
3. Faculty with satisfactory progress will receive 50% of their stipend during the first full payroll period after approval of their progress documentation is submitted to Payroll.
4. By no later than the end of the Fall 2017 semester, participating Teaching Faculty will submit documentation of the completion of ~~these~~ their OER project to her/his Administrative Supervisor and Project Manager Regina Gong for review and approval.
5. The documentation shall include the dates on which the work was performed and the hours devoted to the work for each day.
6. Faculty with satisfactory completion will receive the balance of their stipend during the first full payroll period after approval of their documentation is submitted to Payroll.
7. Successful applicants for adoption projects will be expected to work at least 20 hours to complete their projects.
8. Successful applicants for adaption projects will be expected to work at least 40 hours to complete their projects.
9. Successful applicants for creation projects will be expected to work at least ⁶⁰ ~~80~~ hours to complete their projects.

This Letter of Agreement is a full and complete agreement; its provisions are not to be considered as precedent for any other or future situation; it does not alter any provision of the parties' current collective bargaining agreement.

The parties have voluntarily entered into this Letter of Agreement, which represents their full understanding regarding the matters addressed herein, and which may not be modified except by written agreement signed by the College and MAHE.

Sally Pierce 11-30-16 Elaine Pogoncheff 12/1/16
Sally Pierce Date Elaine Pogoncheff Date
President of LCC-MAHE Dean

Gezelle C. Oliver 11-30-16 James Mitchell 11/30/16
Gezelle Oliver Date James Mitchell Date
MEA Uniserv Director Human Resources Director