

Memorandum of Understanding  
Redwoods Community College District (District)  
College of the Redwoods Faculty Organization (C.R.F.O.)

**Instructor Preparation and Professional Development**

Faculty shall meet **any** of the following three criteria prior to teaching an online course for College of the Redwoods:

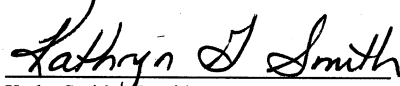
- 1. Complete College of the Redwoods Online Teaching and Learning Training** sponsored by the DE Committee in consultation with the Academic Senate.
- 2. Certificate of Completion in Online Teaching** from an accredited college or university, such as UCLA online Teaching Program, Cerro Coso Online Educators Certificate Program, or @One Teaching Certification Program.
- 3. Demonstrate prior successful experience** in teaching online course(s) with a copy of a Faculty Evaluation Report (A-5/AF-5) or equivalent that includes one or more online sections.

As Faculty Evaluation Reports for online instructors may not be available for current online faculty, all current and past online College of the Redwoods faculty shall be provisionally certified to teach online until their next regularly scheduled evaluation. Full certification would occur after meeting [one of] the above criteria.

The district shall provide ongoing training and professional development in support of distance education.

The District and CRFO further agree that this MOU will expire on June 30, 2016 unless mutually agreed to by the District and CRFO.

For the District

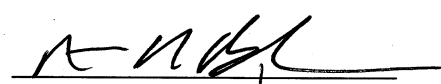
  
Kathy Smith – President

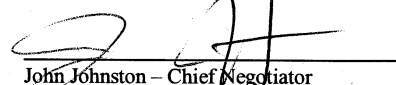
  
Ahn Fielding – Director Human Resources

8-30-14

Date

For C.R.F.O.

  
Peter Blakemore – President

  
John Johnston – Chief Negotiator

8/27/14

Date