

Memorandum of Understanding

The purpose of this Memorandum of Understanding between the United Faculty of Evergreen (UFE) and The Evergreen State College (Evergreen) is to memorialize agreements reached between the parties during bargaining over summer session as specified in the Collective Bargaining Agreement Article 28.7. This agreement shall take effect following acceptance by UFE and Evergreen and shall remain in effect until both parties agree to change the terms.

Agreement

The parties agree as follows:

1. Teaching Compensation

- a. The 2013 summer school faculty salary schedule is below. The primary changes include 1) that compensation below 6 registered students is adjusted in the same manner as from 6-12; and 2) for offerings with multiple credit options or in instances where faculty have multiple offerings, the base pay will be computed taking into account the total credit generated and the total credit load of the offerings. As in past years, the summer school "base pay" is based on an enrollment of 12 to 20 students in a course or program. For contracts and internships and if enrollment is above 20 students, faculty will earn an additional "contract pay" amount per credit hour generated. In the event enrollment is below 12 registered students, the base pay will be prorated according to the number of students (as a percentage of the 12-student minimum).

Step	Base Pay (per credit hour of offering) <i>for course/program enrollments of 12-20 students</i>	Contract Pay (per quarter hour of student registration) <i>for registrations in individual learning and internship contracts and course/program enrollments beyond 20 students</i>	Maximum Teaching Salary <i>based on 25 students at 16 credits</i>
1 <i>(2-7 experience years)</i>	\$807.50	\$37	\$15,880
2 <i>(8-13 experience years)</i>	\$952.00	\$43	\$18,672
3 <i>(14-19 experience years)</i>	\$1,080.75	\$48	\$21,132
4 <i>(20-25 experience years)</i>	\$1,188.75	\$53	\$23,260
5 <i>(26+ exp. years)</i>	\$1,282.00	\$58	\$25,152

- b. Registration data used to calculate faculty salaries will be based on the 10th day enrollment figures supplied by Registration and Records for each session. Except for corrections of errors, no adjustments of faculty salaries will be made after the 10th day of an offering.
- c. For team-taught offerings, total enrollment will be divided equally among all team members, and each faculty member will be paid based on their individual salary step.
- d. For offerings with multiple credit options or in instances where faculty have multiple offerings, the base pay will be computed taking into account the total credit generated and the total credit load of the offerings.

- e. If there is a situation in which a faculty member's salary is calculated by the Academic Budget Office in multiple ways, the faculty member will be given the larger amount.
- f. The parties confirm that the health care and retirement benefits for faculty described in CBA Article 13 apply to summer.

2. The standard process for planning and delivering the summer curriculum has the following components:

- a. Proposals to teach in summer quarter are turned in to the Summer School Dean by November 1 of the year prior to summer quarter. Faculty members use the online curriculum development tool to submit their proposals. Faculty members who propose more than 8 credits must also provide a statement explaining the pedagogical or curricular rationale for their offering(s).
- b. During November, the academic dean responsible for summer quarter prioritizes the proposals after consulting with the planning groups established for the purpose of developing, implementing, and assessing the College-wide curriculum (planning units, graduate programs, Tacoma, reservation-based and other branch programs, or other groups that may form in the future). This consultation and prioritization process takes into consideration, at a minimum, past data about summer curricula and enrollments, possible overlaps between offerings, and any pedagogical or curricular rationales provided by the proposing faculty members, including rationales for more than 8 credits. Priority is given to current regular and adjunct faculty and to retired faculty.
- c. Initial decisions about proposals (whether or not they have been accepted for inclusion in the summer curriculum) are communicated to faculty members by the end of fall quarter or soon thereafter.
- d. If there are areas of the curriculum that are not sufficiently covered by proposals from faculty members, the academic dean responsible for summer quarter may hire additional faculty to teach offerings in those areas.
- e. During January and February, the deans' area works with faculty members and staff to finalize the details for offerings that will be included in the summer curriculum with the goal of publishing the summer catalog online by the end of February.
- f. After registration opens in May, the deans' area works with faculty members and staff to monitor enrollments and check on the possibility of canceling classes due to low enrollment. This work continues through the first week of each session.
- g. Cancellations are at the discretion of the faculty member(s). Decisions to cancel should be made as early as possible but no later than the first class meeting.
- h. Tenth-day enrollments in each session are used to determine the pay for faculty members.
- i. Evaluations of students are officially due two weeks after the end of summer quarter. It is helpful if evaluations from first session offerings are turned in within two weeks of the end of

first session.

3. Other summer work issues:

- a. Compensation for summer institutes is covered in CBA Article 17.2.
- b. Compensation for evaluating Prior Learning Through Experience documents will remain at current practice of \$125 per day for a minimum of two days per faculty member.
- c. Compensation for Disappearing Task Force and special college projects will remain at status quo of \$250 per day.

4. Curriculum Planning Days in 2012-2013

In the 2012-13 academic year, the College will designate two (2) Wednesday afternoons during winter quarter, and three (3) Wednesday afternoons during spring quarter that will be reserved for faculty curricular planning for the academic year 2013-14. No governance or program activities will be scheduled on the dates chosen.

5. Graduate Compensation and workload

Both parties acknowledge that graduate faculty are undercompensated for their summer work in relation to faculty teaching load as specified in CBA Article 7.1.3. In the interests of reaching agreement on this MOU, we agree to status quo compensation for Summer 2013, including directors. The parties will prioritize this issue and will form a committee of graduate faculty, administration, and UFE to create a set of recommendations on teaching loads, thesis review, and compensation rates for the next contract or agreement.

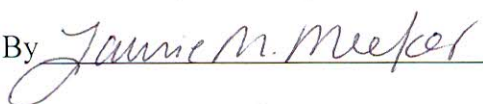
6. Effective Date: This agreement is in effect immediately upon ratification by both parties.

Signed and Dated this 18th day of Dec., 2012.

The Evergreen State College

By  Its Academic Dean

United Faculty of Evergreen

By  Its Chair