

**Memorandum of Agreement
Temporary Extension and Revision of Courses at High Schools Expired MOA**

Preamble

After passage of a law by the State of New Jersey that encouraged state colleges and universities to offer college courses for high school students at college instructional sites and/or at high schools, the Stockton administration and the Stockton Federation of Teachers (SFT) signed an MOA dated June 1, 2011, to establish a pilot project for “faculty liaisons” to work with qualified high school teachers in order to offer Stockton-equivalent college courses in area high schools, taught by high school teachers. That MOA expired at the end of the 2011-2012 academic year.

The number of regular Stockton classes taught by high school teachers and the number of high school students served in this “pilot program” have grown appreciably. On March 2013, an MOA was signed to extend the pilot through the 2014-2015 academic year, pending further study (including evaluation of the data, and success of the program, demonstrated, for example, by the high school students’ academic readiness for advanced-level college classes). Before a new MOA is negotiated, the administration and the SFT were to await the final report of the Faculty Senate Task Force, which was not completed.

In the meantime, the State of New Jersey has amended the initial dual credit legislation, effective July 1, 2015, partly in an effort to provide students from lower-income households opportunities to enroll in dual credit classes. The new law progresses from encouraging to requiring that public colleges and universities make dual credit opportunities available to “one or more school districts with a high school” on its campus or on the campus of the public high school within one year of the effective date of the Act in December 2014.

In collaboration with faculty Program Coordinators and the Faculty Senate Task Force, the University agrees to explore multiple models of dual credit programs during academic year 2015-2016, with the intent to agree on compensating members of the regular faculty accordingly and to monitor the number of regular dual credit courses taught by non-Stockton Federation of Teachers members in area high schools, while complying with the State of New Jersey’s amended dual credit law. In the meantime, this temporary MOA will allow the University to offer dual credit courses for area high school students. This temporary MOA serves as a stop-gap to offer dual credit courses to high schools through June of 2016 or when a new MOA is signed, whichever is sooner.

Definitions

Dual Credit Coaches are University employees who work with Qualified High School Teachers in area high schools. They must meet the following eligibility criteria:

- Regular Stockton tenured or tenure track full-time and part-time faculty, who have the right of first refusal over adjunct faculty; or
- Adjunct faculty; or
- Full-time or part-time Stockton professional staff who are members of the SFT and whose contractual duties include dual credit responsibilities; and

- Academic program approval to participate (by a two-thirds vote recorded in program minutes for academic programs and G committees) for each content and/or general studies course before serving as a coach.

Qualified High School Teachers are those employed full-time by area high schools who would meet the qualifications to serve as an adjunct faculty member at Stockton University (that is, normally possess at least a Master's degree) and who are approved by relevantly matched program and/or General Studies faculty to teach a Stockton University course. Further, *Qualified High School Teachers* under this stop-gap MOA are those who have offered dual credit classes through Stockton University before.

Dual Credit Courses are regular Stockton University courses that are taught in area high schools by *Qualified High School Teachers*. Further, these *Dual Credit Courses* would meet, at a minimum, for the Carnegie Contact Hours equivalent to a one-semester course at Stockton.

Area public high schools are those public schools in the southern New Jersey counties from which Stockton draws most of its first-time freshman population: Atlantic, Burlington, Ocean, Camden, Cape May, Cumberland, and Gloucester.

Area private high schools are Holy Spirit High School (Absecon, NJ) and St. Augustine Preparatory School (Richland, NJ).

Dual Credit Coaching Meetings are those held in-person, via teleconference, or via e-communication with *Qualified High School Teachers* during the duration of the course for the purpose of discussing all aspects of the course.

Responsibilities of Dual Credit Coaches

1. Ensure that the syllabus, all assignments, and university policies are aligned to the current Stockton counterpart course.
2. Answer any academic content questions pertaining to the dual credit course for the duration of the course. Any non-academic questions will be referred to a University Designee for Dual Credit, as assigned by the Provost.
3. Be available for one-on-one meetings with high school teachers, and maintain regular contact with each assigned teacher of a dual credit course or course section.
4. Facilitate *Dual Credit Coaching Meetings* at least twice per semester for assigned *Qualified High School Teachers* who are teaching the same dual credit course.
5. Record time spent engaged in professional development activities with high school teachers each semester, including aligned documents: syllabus, assignments, grading scale, coaching visit summary, questions and answers, and curricular materials.

Compensation and Limits

Stockton adjunct faculty who are full-time *Qualified High School Teachers* and who are offering a course for dual credit in their own, regular high school classroom will not be assigned a *Dual Credit Coach*.

The Provost's designee will notify deans of dual credit enrollments no later than December 1, 2015 and verify the *Qualified High School Teachers* and their assigned *Dual Credit Coaches*.

Dual Credit Coaches who are SFT professional staff who have assigned dual credit responsibilities shall receive compensation in accordance with the terms and conditions of their employment contracts. The University will supply to the Union (SFT) a list of the names of these staff, their Dual Credit Coach assignments, and a copy of the relevant clauses in their contract within two weeks of signing this agreement.

Dual Credit Coaches who are regular Stockton or adjunct faculty shall receive \$90 per hour for all work as documented above in accordance with the existing MOA Faculty Compensation through Continuing Studies and Stockton Institutes (signed May 2, 2013) with the following conditions:

- Repeat or second-time Coaches working on the same course with a different teacher than the first time will be paid for 21 hours of work.
- Coaches working on the same course with any repeat teacher will be paid for 18 hours of work.
- Coaches will be paid (separately) for each section of a course/each teacher.

Dual Credit Coaches' travel to school and instructional sites shall be governed by the MOA Same Day Site to Site Travel signed April 10, 2015. Virtual meetings may be conducted via teleconference or video conferencing, as elected by mutual agreement of the Dual Credit Coach and Qualified High School Teacher.

Dual Credit Coaches who are regular or adjunct faculty may cover up to a maximum of two (2) different university courses per year in area public high schools and coach no more than five (5) course sections with five (5) Qualified High School Teachers. Any combination that equals fewer than 2 courses and 5 teachers is acceptable. Exceptions to this limit will be allowed only in cases where there is no other faculty or professional staff member qualified or available to coach the given course. Such exceptions must be approved by the appropriate program faculty.

Term

This Agreement shall remain in full force and effect from this date until June 30, 2016 unless modified by changes in the Master Agreement or unless a new MOA replaces this one.

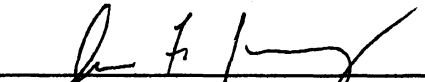
IN WITNESS THEREOF, the College and the Stockton Federation of Teachers have caused this Memorandum of Agreement to be executed this 27th day of August 2015.

For: Stockton University



Harvey Kesselman, Acting President

For: The Stockton Federation of Teachers



Anne F. Pomeroy, President