

Letter of Agreement

between

Bellevue College

and

Bellevue College Association of Higher Education

Regarding the Online Excellence Academy

The Online Excellence Academy has been established to ensure quality online instruction for Faculty teaching online credit courses at Bellevue College.

This agreement will be effective now through the end of Spring Quarter 2024.

Faculty will be required to complete the Online Excellence Academy in order to teach as the instructor of record for online, credit-bearing courses at Bellevue College. This training will not be available for Faculty teaching exclusively in Continuing Ed or Athletics.

The Online Excellence Academy has two training phases:

- Phase One (totaling 14 hours) covers the basic skills and information for effectively teaching a course online, and includes a session certified by Quality Matters.
- Phase Two (totaling 20 hours) includes training in areas such as tech skills, effective pedagogy, copyright and accessibility.

For current faculty to be eligible to be assigned an online course, training must be completed by the following dates:

- Phase One – Complete by end of Winter 2023
- Phase Two – Complete by end of Summer 2023

Beginning in Spring 2023, for new faculty to be eligible to be assigned an online course, training must be completed by the following timelines:

- Phase One – Complete within one (1) quarter of start
- Phase Two – Complete within one (1) year of start

Faculty who do not complete the training will no longer be assigned courses in the fully online modality. They can qualify to teach online courses in the future by successfully completing the Online Excellence Academy training.

Management will have the discretion to allow faculty who have not completed the training to teach online on a case-by-case basis to prevent the cancelation of a class section or for other unexpected circumstances. These exceptions must be approved by the AVP and faculty will have a plan in place for completing the training as soon as possible.

The College will be prepared to meet the capacity for up to 500 faculty to complete the training in 2022-23.

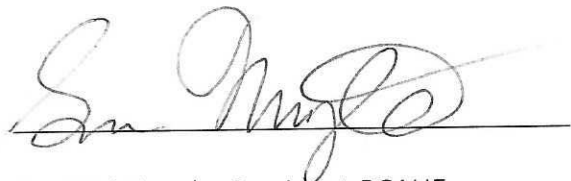
Upon successful completion of Phase One, faculty will receive a stipend of \$600.

Upon successful completion of Phase Two, faculty will receive a stipend of \$800.

Faculty who have been teaching online at Bellevue College for two or more years, or who have already completed the ELearning “Canvas 101” course, can elect to undergo a brief course review to reduce the training hours in Phase One to seven (7) hours. Faculty who elect this option will receive a stipend of \$300 for completion of Phase One.

Should the College determine that a faculty member has completed part of the training in the past five (5) years through other means (e.g. an equivalent Faculty Commons course or completed the Quality Matters course) then the faculty member may elect not to retake the course and their Phase One or Phase Two stipend will be reduced by the amount they were paid when they completed the equivalent training. If they were not previously paid to take the course, they will receive the full stipend as outlined above.

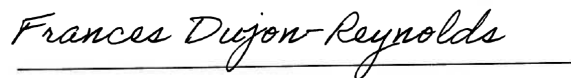
In an effort to encourage current online faculty to expedite completion of the Online Excellence Academy training, the College will offer a \$200 incentive bonus for those faculty who complete Phase One by the end of Fall 2022, and a \$300 incentive bonus for those faculty who complete Phase Two by the end of Spring 2023. Faculty who receive a reduced stipend for having already completed and were credited for previous work will be eligible for the full incentive bonus. After Spring 2023, bonuses will be discontinued.



Sue Nightingale, President BCAHE

8-2-2022

Date



Frances Dujon-Reynolds, VP of HR

8/2/2022

Date