



MEMORANDUM OF UNDERSTANDING

SSU/SEA Collective Bargaining Agreement 2015-1018

Re: Volunteer Teaching by Faculty

WHEREAS: ARTICLE 12 sets forth faculty workload for all credit-bearing courses at the university; and

WHEREAS: both parties agree that in some limited circumstances, faculty may want to teach a course as a community service to the University;

THEREFORE, BE IT RESOLVED that the parties agree to make an exception to workload provisions in the contract as follows:

1. Under no circumstances shall the university or any of its agents ask, expect, or require a faculty member to teach any course without pay.
2. In circumstances where an individual faculty member wishes to provide a course for credit as a community service to the University on a volunteer basis the faculty member shall make this request to the Provost in writing.
3. The Provost and Association shall jointly review this request. Any proposed course as described above requires approval from both the SEA and Provost. Decisions by the SEA and/or Provost rejecting such a proposed course shall be final and may not be grieved.
4. This request shall only be approved when such teaching does not:
 - Include courses that would normally be taught by the faculty member in question as part of his or her normal load;
 - Include courses that would normally be taught by other bargaining unit members.
5. Continuation of these courses shall be at the sole discretion of the bargaining unit member with the approval of the University and the Association and may be canceled or withdrawn at any time.
6. Nothing in this MOU precludes the University from converting one or more courses that has been approved pursuant to Nos. 1-5, above, at a later date into a non-voluntary course for which the faculty member receives compensation pursuant to the then-existing CBA.



For the University:

Rick Kurtz, Ph.D. (date)

President, Shawnee State University



For the Association:

Eugene Burns, Ph.D. (date)

President, Shawnee Education Association