

## MEMORANDUM OF AGREEMENT ON SUMMER INSTITUTES AND WORKSHOPS

### Preamble

The University recognizes the value of ongoing professional development on topics of special interest that can be offered during the summer to include faculty, faculty librarians, and professional staff. The University recognizes this and will support opportunities for professional development and approve requests whenever possible.

I. Participants Summer Institutes and Workshops are open to faculty, faculty librarians, and professional staff. Faculty and faculty librarians will be compensated based on the length of the institute/workshop at the rate of \$300 per day for programs lasting five (5) or more hours and \$200 per day for programs lasting three (3) to four (4) hours.

II. Facilitators These roles are also open to faculty, faculty librarians, and professional staff. Summer Institutes and Workshops are typically overseen by one (1) to three (3) facilitators and last from one (1) to three (3) days. Faculty and faculty librarians serving in this capacity will be compensated \$15 per hour for hours of preparation and the duration of the Institute/Workshop\*.

III. Mentors and Guest Speakers Faculty and faculty librarians serving as mentors or guest speakers will be compensated \$15 per hour for the duration of their allotted time during the Institute/Workshop.\* When an Institute/Workshop is offered by a person whose contractual responsibilities may include offering the Workshop, they will receive no additional compensation.

\*Professional Staff Twelve month

IN WITNESS THEREOF, the University and the Stockton Federation of Teachers have caused this Memorandum of Agreement to be executed 01-11-2022.

For: Stockton University

For: The Stockton Federation of Teachers

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Harvey Kesselman, President

## TEMPLATE FOR A SUMMER INSTITUTE/WORKSHOP PROPOSAL FORM

### 1. PURPOSE

- a. Briefly explain the purpose of the institute/workshop:

### 2. FORMAT