

Memorandum of Agreement  
Online Courses, Distance Education)

Dean(s).

III. Evaluation of online and hybrid/blended courses:

A. Student evaluations will follow the local agreement for Procedures for Use of Instruments for the Student Evaluation of Teaching. (2018) following amends Section 2 on the Frequency of Course Evaluations by adding:

1. For All Faculty who regularly teach online and/or hybrid/blended courses at least once per year, the requirement to evaluate at least half of their courses/course load within an academic year will now apply to online and hybrid courses, such that if a faculty teaches 2 online or hybrid/blended courses in a year, at least 1 of those courses should be evaluated.
2. For Tenured Faculty who regularly teach online and/or hybrid/blended courses at least once/year, the requirement to evaluate at least half of their courses/course load within an academic year will now apply to online and hybrid courses, such that if a faculty teaches 2 online or hybrid/blended courses in a year, at least 1 of those courses should be evaluated.

B. Peer evaluations will follow the local agreement for [the evaluation of Faculty and Library Faculty for Tenure, Reappointment, Promotion and Range Adjustment](#) (2015) following amends Section B.3.b.(3) on Peer Observation and Evaluation of Teaching by adding: At least once prior to tenure, all probationary faculty who regularly teach online and/or hybrid courses shall be evaluated teaching one online and/or hybrid courses in their program or General Studies.

IV. Online Course Teaching and Review. The process of developing any new online course will require the following:

- A. Learning Design Consultation. Employees seeking to teach a new hybrid or online course or convert a face-to-face course to a hybrid or online course must consult with an instructional designer(s) in the Center for Teaching and Learning Design (CTLTD) to evaluate the scope of the work and develop an action plan.
- B. Course Review. Before new or converted course (i.e., the date the course is scheduled to begin), the employee must participate in a quality review of online course construction with



party written notice of its desire to terminate, modify or amend this Agreement. Said notice shall be given the other party in writing no later than 30 days prior to June 30, 2026, or 30 days prior to June 30 of any succeeding year for which this agreement is automatically renewed.

*[Handwritten signature]*

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IN WITNESS THEREOF, the University and the Stockton Federation of Teachers have caused this Memorandum of Agreement to be executed this