

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING ("MOU") is entered into by and between the SAN LUIS OBISO COUNTY COMMUNITY COLLEGE DISTRICT ("District"), the CUESTA COLLEGE FEDERATION OF TEACHERS, AFT Local 4909 ("Federation").

Now, therefore, the District and the Federation have agreed as follows:

1. To meet the needs of the students, staff and faculty in the Art History and Digital Art areas, two part-time faculty members will serve as Lead Faculty for the 2012-2013 academic year. *complete the attached scope of work*
2. The faculty members will be compensated at 2/3 of their laboratory rate for their coordination and leadership duties, not to exceed 20 hours per semester.
3. This MOU is aligned with other part-time lead faculty designations as outlined in Appendix B of the Collective Bargaining Agreement.

[Handwritten signature]

TERMS

By their signatures below, the signatories certify that they are the authorized representatives of either the District or the Federation and that any and all actions necessary for the parties to ratify and accept this MOU as a binding agreement have been completed in the manner required by that party. Upon the affixing of the signatures below, this MOU is entered into without the need for further ratification and acceptance.

ACCEPTED AND AGREED TO:

[Handwritten signature of Allison Merzon]

Allison Merzon, President
CUESTA COLLEGE FEDERATION OF TEACHERS, AFT Local 4909

9/5/2012
Date

[Handwritten signature of Gilbert H. Stork]

Gilbert H. Stork, Ed.D.
Superintendent/President
CUESTA COLLEGE COUNTY COMMUNITY COLLEGE DISTRICT

9/11/2012
Date

MOU Lead faculty in Art History:

In addition to the regular divisional lead responsibilities (coordinate textbooks, scheduling, course sequencing, APPW, attend divisional meetings, etc.) this person would:

- Complete CPPR – due in Spring 2013
- Work with the curriculum rep to create a model transfer degree in Art History – work needs to be completed in fall 2012
- Revise curriculum to fit the model transfer degree descriptors (fall 2012)
- Mentor four new part-time faculty who will be teaching Art History or Art Appreciation courses for the first time.
- Coordinate program assessment:

Program Assessment Tool/Process:

A survey is given in Art History courses to identify all majors and potential majors. Writing samples from art history classes from this identified pool are kept in individual files. Writing samples of candidates that have progressed through the program are used for assessment and assessment documentation.

MOU Lead faculty in Digital Art:

In addition to the regular divisional lead responsibilities (coordinate textbooks, scheduling, course sequencing, APPW, etc.) this person would:

- Complete CPPR – due in Spring 2013
- Manage the digital lab
- Communicate with computer services
- Trouble shoot technical issues
- Manage the Digital budget:
 - Be aware of current available funds and their sources. Make informed decisions about types of equipment and materials to purchase for the program. Understand and adhere to institutional processes for purchasing.

- Coordinate course and program student learning outcomes assessment.

Assessment Process (Tool) for SLOs for Graphics:

The Art faculty meets annually in the spring to assess the electronic portfolios and written statements of each graphic art student who successfully completes Art 293 Portfolio Presentation. This course is a capstone exit class in which art students package and present their artwork. Students in Art 293 learn professional practices in art and explore the steps to moving from the community college to higher levels of art education and/or working and exhibiting in the art field.