

*This proposal sets out CUASA's bargaining position on the individual articles included as of this date. CUASA reserves the right to amend its position, including the right to add, modify or delete any component of each individual article if not accepted in its entirety.*

## **Appendix I: Agreement With Respect To ~~In-Class CUTV Teaching~~ Distance Learning**

**Distance learning shall refer to any course that is not exclusively in-class and includes Carleton University TV (CUTV), Carleton University OnLine courses (CUOL), Massive Open Online Courses (MOOC), Blended/Hybrid courses, as well as any other virtual, online, or electronic course formats. If a CUASA member develops or teaches a distance learning course, this Appendix shall apply in addition to all other relevant Articles.**

1. Intellectual property rights are governed by the CUASA Collective Agreement (see Article 14).
2. This contract applies to the ~~CUTV broadcast of~~ \_\_\_\_\_  
for the \_\_\_\_\_ term and to re-use as specified in clause 6.
3. Resource Allocation
  - (a) ~~The Employer will provide sufficient resources to produce tapes of the course for broadcast. The Employer shall ensure that there is technical support and assistance available to CUASA members teaching distance learning courses. As part of any assignment to teach a distance learning course, the member shall have access to training and assistance in the technical and pedagogical aspects of the teaching and delivery of the distance learning course.~~
  - (b) Sufficient production support will be provided, ~~time permitting,~~ to allow minimal editing in order to produce an acceptable product. **The Employer shall provide CUASA members with facilities and support including, but not limited to, assistance and resources for developing study guides, teaching aids, and digital course materials.**
  - (c) The following production resources in addition to normal technical support, will be provided:
    - (i) additional voice mail for the instructor YES/NO
    - (ii) additional voice mail for the TA's YES/NO
    - (iii) TA's YES/NO  
If Yes, Number of TA's \_\_\_\_\_

**Access to Teaching Assistant support shall be equivalent to courses that are distance learning courses.**

  - (iv) computer YES/NO

**In addition to the acknowledged responsibilities set out in Article 6.3, at the introduction of a new distance learning course, upon request the Employer will provide the CUASA member with a laptop computer adequate to the pedagogical needs of the course, at the discretion of the course instructor.**

(v) ~~other~~

- (d) **The Employer will reimburse purchases up to \$5000 per academic year to CUASA members for any technical and production resources including, but not limited to, software for distance learning courses not otherwise provided.**
- (e) **The Employer shall provide employees, teaching assistants, and students with individual web space and hosting accounts for distance learning courses as deemed necessary by the CUASA member.**
- (f) **The Employer shall arrange and coordinate final examinations of off-campus students in distance learning courses.**

4. Workload

The workload credit for teaching ~~on CUTV (whether a half of full credit course)~~ **a distance learning course** during an academic year shall be ~~one half credit extra~~ **consistent with in-class courses (either 0.5 or 1.0 course credit)**. ~~Variation from this shall be by mutual written agreement.~~ (Information on workload credit shall be transmitted to CUASA.) **CUASA members shall get 0.5 credit course release to develop a distance learning course and 0.5 credit course release every two (2) years to update the course.**

- (a) The **development** workload credit applies YES/NO
- (b) **The update workload credit applies** YES/NO
- (b) ~~If no, the following workload credit is given:~~ \_\_\_\_\_

5. Cancellation of Distance Learning Courses

The Employer may cancel ~~the CUTV portion of a course which is the subject of this agreement~~ **distance learning courses** at any time and must give notice to the ~~instructor~~ **CUASA member**. If the notice of cancellation is given to the ~~instructor~~ **CUASA member** less than 30 days before the first scheduled class, the ~~instructor~~ **CUASA member** will be ~~owed~~ **provided with the agreed workload credit set out in clause 4 a 0.5 course credit for preparation.**

6. Re-Use and Compensation

- (a) It is intended that this ~~CUTV~~ **distance learning** course shall be rebroadcast
  - not at all
  - summer session \_\_\_\_\_ The copyright holder shall be the instructor of record YES/NO
  - fall session \_\_\_\_\_ The copyright holder shall be the instructor of record YES/NO
  - winter session \_\_\_\_\_ The copyright holder shall be the instructor of record YES/NO
  - \_\_\_\_\_ times over \_\_\_\_\_ years The copyright holder shall be the instructor of record YES/NO
  - The creator shall have the right of first refusal to be assigned the instructor of record YES/NO
- (b) The copyright holder retains the right to ~~make revisions and edit~~ **update** the course prior to

~~rebroadcast.~~ **it being offered in any academic session.**

(c) Compensation

(i) When the copyright holder is also the instructor of record, there will be a workload credit ~~of half the credit value of the course~~ **consistent with in-class courses** plus a payment of 33% of the appropriate additional compensation specified in Article 43.1 (**Summer School Stipend**).

(ii) Financial compensation to the copyright holder who is not the instructor of record shall be a payment of 33% of the appropriate additional compensation specified in Article 43.1 (**Summer School Stipend**).

~~(iii) Variation of this standard shall be by mutual agreement. (Information on workload credit shall be transmitted to CUASA.)~~

Compensation: \_\_\_\_\_

Workload Credit: \_\_\_\_\_

Other: \_\_\_\_\_

7. Re-use Outside University

The copyright holder has / has not (circle as appropriate) an interest in the reuse of materials covered by this contract outside this University. If such reuse is proposed, it will be the subject of a separate agreement.

\_\_\_\_\_  
**Instructor of Record** \_\_\_\_\_  
**Date**

\_\_\_\_\_  
 Copyright Holder \_\_\_\_\_  
 Date

Recommended by: \_\_\_\_\_  
 Chair/Director \_\_\_\_\_  
 Date

Approved by: \_\_\_\_\_  
 Faculty Dean \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Associate Vice-President, Student Services \_\_\_\_\_  
 Date