

**Memorandum of Understanding
#2010-04**

RE: Evaluation of Adjunct Faculty

This agreement is made by and between:

The North Central State College Board of Trustees (hereafter, "College") and the North Central State Faculty Association – American Association of University Professors (hereafter, "NCSFA-AAUP") together collectively (hereafter, "Parties").

It is agreed that faculty members will be given the opportunity, on a voluntary basis, to evaluate adjunct faculty. The evaluation process shall consist of, but not be limited to:

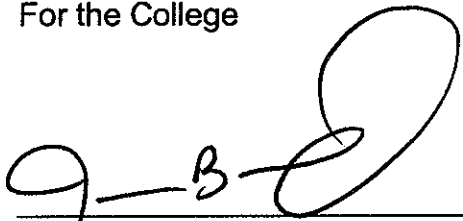
- pre-observation meeting to discuss format, questions, material provided, concerns of faculty member, how to introduce observer, where observer will sit, areas of difficulty for faculty member, and goals/objectives of class,
- observation of class and completion of observation forms,
- collection and compilation of student assessment forms,
- review of course material, attendance records, etc.,
- development of goals, improvement plan, etc., and
- creation of final report to Dean including recommendation of continued employment.

Compensation for evaluation shall be 4 hrs. @ half the top adjunct rate.

Signed this 15th day of September, 2010 by the designated representatives of the Parties hereto in duplicated originals.

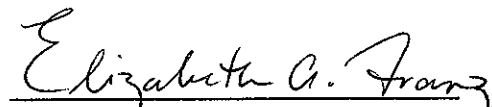
It is so agreed,

For the College



Vice President – Business &
Administrative Services


For the NCSFA-AAUP



President



Director – Human Resources



Grievance and Contract
Administration Officer