

**District Directed Call**  
**DE Pilot – Dual Delivery**

**Description and Rationale for Project:**

The College is exploring distance education modalities in addition to the current delivery modes in the DE policy (AP 4105). For Fall 2024 or Spring 2025, applications are being requested from faculty who would like to participate in a pilot project to offer a course in a dual delivery modality. Up to five faculty will be accepted for this assignment.

College of Marin defines Dual Delivery as: A course that allows students to attend synchronous class sessions either in-person or online through conferencing software (i.e. Zoom). The faculty member must be present in the classroom on campus during class time.

[Here is the June 2024 DE Presentation to the Board of Trustees.](#)

**Compensation**

Compensation is up to 10 hours at the stipend rate and 20 hours of Flex credit for the 2024-2025 academic year.

**Scope of Work:**

- Participate in “Introduction to Live Teaching” training (16 hours)
- Liaise with IT to assess and secure technical support in classroom
- Communicate regularly with enrolled students to evaluate efficacy of delivery mode and learning
- Attend Distance Education Committee (DEC) and Academic Senate meetings, as requested, to report findings

**Product:**

Final report and student survey shared with the Distance Education Committee at the end of the semester when course is taught.

**Eligibility Requirements:**

- The faculty member must have completed the POCR process.
- The course being proposed for dual delivery must be fully aligned to the OEI Rubric and offered as a hybrid course.

**Application Procedure:**

1. Please send a letter of application (500 words or less) to Sarah Anderegg (sanderegg@marin.edu),
2. **Applications must be received by Friday, July 12, 2024**

**Criteria Used to Evaluate Applications (8.4.5):**

UDWC shall evaluate applications using some or all of the following criteria with points awarded using the scale indicated:

1. Mandatory criteria that every application must meet to be approved:

- a. The proposed cost and probable availability of personnel, equipment, supplies and/or operational support will be available.
  - b. The project activities will not adversely affect the discipline or department budget, facilities or schedule.
  - c. The applicant has adequate experience and/or training to carry out the proposed project.
  - d. The applicant has notified the department chair of the application.
  - e. Compensation is commensurate with the scope of work. If not, UDWC may approve lower units/hours than requested. This criterion does not apply to externally funded activities (Category II) where the District is not providing funding.
  - f. The unit member is not receiving compensation or funds from other sources for the same work/project. This criterion does not apply to externally funded activities (Category II) where the District is not providing funding.
2. The problem or need addressed has been adequately thought out and described (0-10 points).
  3. The problem or need addressed is in support of one or more of the college's goals and objectives (0-7 points).
  4. The project activities are likely to contribute to instructional effectiveness (0-10 points).
  5. The project activities are likely to increase student learning and/or retention (0-10 points).
  6. The project activities are likely to encourage the adoption of instructional, learning, or technical innovation(s) at the discipline, department and/or instructional levels (0-7 points).
  7. Years since the recipient was last awarded.

**Application Recommendations (8.4.6):**

The UDWC shall make one of the following recommendations based on majority decision for applications for overload, reassigned time, reduced load, or stipend:

- a. Approve – UDWC will forward recommendations for approval to the Superintendent/President.
- b. Request revision of application – UDWC may recommend the applicant revise their application. UDWC will inform the applicant of its reasoning for the request.
- c. Deny – UDWC may deny applications. If UDWC does not, by majority decision, approve or decide to request revision of an application, the application shall be denied. Upon the request of a unit member whose application is not approved, UDWC will provide an explanation.