

District-directed Call
POCR Facilitator
Spring 2023 – Spring 2025

Applications are being solicited from part and full-time faculty members to serve as the POCR facilitator to work with the Distance Education “legacy” faculty to bring their courses in alignment with the OEI rubric.

Description:

The College’s current distance education policy requires that all courses successfully complete the Peer Online Course Review (POCR) process before being offered. Faculty teaching the courses must bring their courses through after taking the Online Teaching and Design (OTD) course through the OEI. For the approximately 25 faculty who taught distance education courses before the POCR requirement was in the distance education policy, they will be provided the support to bring those courses up to the current standards.

Scope of Work:

- The POCR facilitator will:
 - Meet with legacy faculty as a group and individually
 - Mentor POCR faculty reviewers and provide direction
 - Assign faculty to review courses (POCR reviewers)
 - Liaise with the DE Coordinator and Instructional Designer
 - Ensure that the courses complete POCR by the deadline
 - POCR courses, as needed

Compensation:

- Up to 120 hours for the duration of the assignment as the current stipend rate, \$74/hour.

Eligibility Requirements:

- Full or part-faculty status at College of Marin with a current instructional assignment
- Past or current POCR reviewer at College of Marin
- Ability to meet in-person and online with individual faculty
- Commitment to duration of the project

Application Procedure:

1. Please send a letter of application (500 words or less) to Sarah Anderegg (sanderegg@marin.edu) describing your qualifications for this position.
2. Applications must be received by February 15, 2023

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).

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.