

MSU Faculty Stipends for Online Program/Course Conversion:

The following applies to programs/courses in the Academic Partnerships collaboration, and to any other online program or course. *Course development is governed by the MSU Intellectual Property Policy, which maintains that course content is owned by the faculty subject to the exceptions stated in §2.13.2.4 of the Faculty Handbook:*

Online Education Best Practices and Preparation: up to \$1,000

Completion one of the following, once per faculty member¹:

- Quality Matters Certification(s)
- Online Learning Consortium Teaching Online Certification
- Other similar training/certification

*To apply, submit an Extra Comp form initiated by Chair/Dean, attach proof of certification. OR, could be requested as a grant to a department to pre-pay for a faculty member's certification. Eligible for multiple certifications, but up to \$1,000 per faculty member.

Incentive for Content Planning and Development:

All faculty members **converting** courses will be enrolled in the FDC's Online Course Design Institute for resources and guidance.

>First major conversion of course to online or accelerated format: \$750/course

All course materials, assignments, and the planning map will be made available to subsequent instructors. See agreement.

Complete one of the following:

- Academic Partnerships' Course Planning Map
- Faculty Development Center's Course Planning Map

>Subsequent offerings IF w/ new instructor or w/ major revisions²: \$400/course

This is what is available for instructors who have to create new videos, update readings, develop new assessments and assignments, but who are working off of an existing course planning map:

Completion of one of the following:

- Academic Partnerships' Course Planning Map
- Faculty Development Center's Course Planning Map

*To apply, complete the form on page 2. Submit along with an Extra Comp form initiated by Chair/Dean, attach proof of course map reviewed by Faculty Development Center.

Incentive for Quality Review prior to course offering: \$250/course

Completion of one of the following, once per course per new instructor:

- Passing Academic Partnerships' Quality Review at 85%
- Passing Quality Matters/FDC Rubric at 85%

*To apply, submit an Extra Comp form initiated by Chair/Dean, attach proof of rubric reviewed by Faculty Development Center.

¹ May be available for certifications completed since 2017, as long as they were uncompensated by the University. May also be a reimbursement to the department, if departments paid for the certification.

² Major revisions distinction made by program director, chair and dean.

*FOAPAL for Extra Comp and PA - 1-100001-1S0314-611001-4560 - Position number EP0364

Course Development Materials and Content Transfer Agreement

As per Murray State University’s Intellectual Property Policy, instructors maintain ownership of all intellectual property developed to instruct or support course content subject to the exceptions stated in §2.13.2.4 of the Faculty Handbook. In order to be eligible for the higher incentive for Content Planning and Development, instructors must agree to provide access to (including, but not limited to) the course map, course materials, assignments, syllabi, modules, and any learning assessments to the instructor’s department for the use of any instructor assigned to subsequently teach the same course.

I (instructor name) , a faculty member/instructor assigned to develop course materials for (name of course) ,

 agree (\$750 stipend)

 do not agree (\$400 stipend)

to transfer access or copies, for the purposes of adapting and modifying, all course materials, assignments, syllabi, modules, and any learning assessments to the (name of department) in exchange for the compensation granted for the Content Planning and Development incentive for online courses when it may be assigned to another instructor to teach the same course.

Signed:

Instructor	Date
Program Coordinator	Date
Chair	Date
Dean	Date
VP Academic Affairs	Date