

**DePaul Online Teaching Series (DOTS)
Participant Agreement**

This Agreement made this day of , 20 , by and between (“Participant”) and DePaul University, an Illinois not-for-profit corporation (“DePaul”).

WHEREAS, DePaul has developed a program known as the DePaul Online Teaching Series (the “DOTS Program” or the “Program”), which is intended to train and assist DePaul faculty and instructors how to become successful facilitators of online learning; and

WHEREAS, Participant wishes to participate in the DOTS Program; and

WHEREAS, DePaul is willing to accommodate Participant’s wishes in this regard.

NOW, THEREFORE, in exchange for good and valuable consideration the parties agree as follows:

1. Responsibilities of the Participant. Participant agrees to complete the following elements of the DOTS Program:
 - a. Letter of Support. As a condition for participating in the DOTS Program, Participant agrees to provide the Associate Vice President for Academic Affairs/Distance Learning with a letter signed by the Dean of one of DePaul’s academic units expressly indicating the Dean’s support and commitment toward Participant’s participation in the Program.
 - b. Core Education Program. Participant agrees to participate in a three (3) week intensive structured education program regarding effective online course development and facilitation (the “Core”). The Core shall consist of the following:
 - i. Classroom-based Instruction. Eight (8) in-class meetings over the course of a two (2) week period, each approximately three (3) hours in duration, with corresponding learning activities; and
 - ii. Online Instruction. An introductory week of online work, plus various online learning activities in the following two (2) weeks, equivalent to approximately three (3) hours of instruction per day for a total of four (4) days.
 - c. Development of Online Courses. Following successful completion of the Core Quarter and based on the principles learned therein, Participant agrees to develop one (1) or more fully online (or online and in-class hybrid) course (the “Online Courses”).
 - i. Peer Review, Functionality and Quality. Participant agrees to make the Online Courses available for peer review by the DOTS Program administrator(s) and/or other faculty. Participant agrees to work in close collaboration with the administrator(s) of the DOTS Program to ensure that the Online Courses are

fully functional and meet the university's standards regarding academic quality.

- ii. Compensation for Online Course Development. Compensation from DePaul in exchange for Participant's development of the Online Courses shall be determined by a separate agreement between DePaul and the Participant, which the parties shall execute before Participant commences such development of the Online Courses.
 - iii. Ownership of Courses. Ownership of the Online Courses shall also be determined by a separate agreement between DePaul and the Participant. The Online Courses shall NOT be considered non-obligated copyrightable works as defined in the university's Discovery and Copyright Policy.
- d. Online Courses Instruction. Within one (1) calendar year of completing the Core Quarter, Participant will be eligible to teach at least one (1) of the Online Courses during at least two (2) academic quarters and agrees to do so, if requested by DePaul and agreed to in writing by Participant and DePaul. Participant's Online Course appointment will be under the same terms and conditions as similarly situated (part-time) instructors and compensation will be determined in accordance with the academic unit's normal practices for (part-time) instructors. Any exceptions or deviations from this schedule must be approved in writing by the Associate Vice President for Academic Affairs / Distance Learning.
- e. Voluntary. Participation in the Program is voluntary. Participant acknowledges and agrees that this Agreement is not an employment contract and is not intended to guarantee or promise employment for a definite term.
2. Responsibilities of DePaul. In exchange for the Participant's participation in and successful completion of the Program, DePaul agrees to provide the following:
- a. Technology Kit. DePaul shall provide the Participant with a technology kit including a personal computer, software, and various accessories, as described further in Exhibit A (the "Technology Kit"). Both DePaul and the Participant agree that the Technology Kit provided to the Participant is the property of DePaul unless or until the Participant has completed all of the tasks described in Article 1 above in a satisfactory manner and within the specified timeframe. Upon full completion of the tasks, the Technology Kit shall become the property of the Participant. The Participant assumes all responsibility for the Technology Kit for the duration of this Agreement and upon acquiring ownership of the Technology Kit assumes any and all tax liability that may arise by virtue of it being a taxable benefit. Should any of the equipment in the Technology Kit be damaged in any way while in the Participant's possession, including by loss or neglect, the Participant assumes all responsibility for repair and/or replacement. Participant agrees that he or she shall return the Technology Kit within two weeks after withdrawing from or terminating his or her participation in the Program without completing the responsibilities set forth in Article 1.

3. No Assignment, Delegation, or Transfer of Duties. This responsibilities outlined in Section 1 are personal to the Participant and may not be assigned, delegated, or otherwise transferred to any other person or entity without the prior written consent of DePaul.

4. Miscellaneous. This Agreement is not an offer of employment nor is it a guarantee of employment for any specific term. This Agreement may not be modified, amended, supplemented, or otherwise changed, except by writing executed by both parties. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes all prior agreements, understandings, and representations of the parties with respect thereto.

IN WITNESS WHEREOF, the parties hereby execute this Agreement as of the date first written above.

Participant

DePaul University

By: _____

Date: _____, 2009

Title: _____

Date: _____, 2009

Exhibit A

Technology Kit

1. Tablet PC (**HP** TouchSmart tx2z series) or MacBook (2.4 Ghz – 250 GB or equivalent)
2. Web cam if 1. above does not have embedded cam
3. Headphones