

## **MEMORANDUM OF UNDERSTANDING**

The following memorializes the understanding of the Butte-Glenn Community College District (hereinafter referred to as the “District”) and the Butte College Education Association (hereinafter referred to as “BCEA”) regarding the District’s new distance education/RSI and accessibility training and review process that commence in fall 2026.

For the duration of the 2024-2027 contract or until revised through a superseding memorandum of understanding, technical agreement, or side letter between the District and the BCEA, the following will apply to the use of the Regular Substantive Interaction (RSI) and Accessibility training requirements and review process:

### **Training Requirements**

- **Accessibility Training:**

All instructional faculty will be required to complete accessibility training during the fall 2026 semester. The District will offer several training options ranging from three to ten hours in length. Faculty must complete at least one of these trainings no later than December 18, 2026. Faculty who have successfully completed the Butte College Accessibility Basics training within the past two years do not need to complete any of these training options. Completion of this training is a professional responsibility. If the training is not completed by December 18, 2026, the matter may be addressed through an administrative performance review. Faculty may use these trainings to meet Flex obligations.

- **Regular Substantive Interaction (RSI) Training:**

All faculty assigned online courses with an asynchronous component, either hybrid or fully online, for the 2026-27 academic year will be required to complete an RSI training no later than October 1, 2026. The District will provide two training options, each two hours long, that may be completed in person or via Zoom. Completion of this training is a professional responsibility for all faculty teaching asynchronous online content. If the training is not completed by October 1, 2026, the matter may be addressed through an administrative performance review and result in a loss of online teaching assignments. Faculty may use these trainings to meet Flex obligations.

### **Course Review**

- **RSI Review**

Beginning with courses taught in the fall 2026 semester, the District will review a random selection of online courses to assess compliance with RSI requirements under state and federal law. Going forward, this review will take place at the end of each semester, drawing from courses taught the preceding semester. If any class does not meet the ACCJC standards for RSI, the faculty member will be contacted before the start of the next term and given directions and recommendations to correct deficiencies in their online courses for that semester. All corrections must be made no later than October 1 for the fall term, and April 1 for the spring

term. The course will then be re-reviewed for RSI compliance. If the course still fails to meet the standards, the faculty member will not be assigned online courses in subsequent semesters until such deficiencies are adequately addressed. Where deficiencies are found, the District will provide resources and training for faculty to bring the course and all associated materials into compliance. This process and the results of these reviews will not be used in the evaluation process. Any concerns arising from a failure to correct documented problems will be handled through an administrative performance review.

- Accessibility Review

Beginning with courses taught in the spring 2027 semester, the District will review a selection of courses for compliance with current accessibility statutes and regulations. This review will occur each semester going forward, during the semester in which the courses are taught. Where deficiencies are found, the District will provide resources and training for faculty to bring the course and all associated materials into compliance no later than October 1 for the fall term and April 1 for the spring term. Completion of this training is a professional responsibility. If the documented corrections are not completed by these dates, the matter may be addressed through an administrative performance review. This process and the results of these reviews will not be used in the faculty evaluation process. Any concerns arising from a failure to correct documented problems will be handled through an administrative performance review.

By:  John Soldate (Apr 21, 2026 10:13:12 PDT)

For BCEA

By: Denise L. Adams

By:  Erik Shearer (Apr 21, 2026 20:43:00 PDT)  
For the District

# BCEA\_MOU\_RSI-AccessibilityReview\_Apr2026

Final Audit Report

2026-04-22

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