

MEMORANDUM OF UNDERSTANDING

This **MEMORANDUM OF UNDERSTANDING** ("MOU") is entered into by and between the **SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT** ("District"), and the **CUESTA COLLEGE FEDERATION OF TEACHERS, AFT Local 4909** ("Federation").

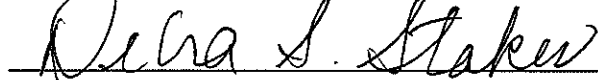
TERMS

The District and the Federation have agreed as follows:

1. To allow a part-time faculty member, Betsy (Mary) Miller, to perform the duties and responsibilities of the Human Patient Simulator (HPS) Liaison for the Registered Nursing Program for the 2015-2016 academic year.
2. The duties and responsibilities are outlined in the attached description.
3. The faculty member has agreed and voluntarily accepts this assignment.
4. The assignment is in addition to, and does not alter, the faculty member's regular assignment.
5. The faculty member will receive a stipend of \$4,000.00 per semester for these duties.
6. The provisions of this MOU are in effect only through May 30, 2016 and may be extended upon agreement by both the District and the Federation.
7. The terms of this MOU are non-precedential and do not create any historic practice.

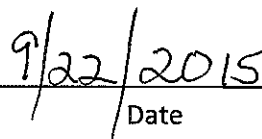
This MEMORANDUM OF UNDERSTANDING supersedes any MOUs regarding the assignment of Human Patient Simulator /Skills Lab Liaison. By their signatures below, the signatories certify that they are authorized representatives of either the District or the Federation and that any and all actions necessary for the parties to ratify and accept this MOU as a binding agreement have been completed in the manner required by that party. Upon the affixing of the signatures below, this MOU is entered into without the need for further ratification and acceptance.

ACCEPTED AND AGREE TO:



Debra Stakes, President

CUESTA COLLEGE FEDERATION OF TEACHERS, AFT Local 4909

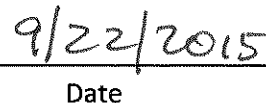

Date



Gilbert H. Stork, Ed.D.

Superintendent/President

CUESTA COLLEGE COUNTY COMMUNITY COLLEGE DISTRICT


Date

DIVISION OF NURSING & ALLIED HEALTH

SIMULATION/SKILLS LAB LIAISON RESPONSIBILITIES

The duties and responsibilities of the Simulation Liaison are to:

1. Act as liaison for nursing students, faculty, director, division chair and dean for nursing simulation and skills lab curriculum on the SLO campus.
2. Collaborate with faculty to development, implement and evaluate simulation and skills lab scenarios and activities for beginning and advanced level nursing students.
3. Prepare and set-up for simulation and skills lab sessions in advance including props, moulage, nursing supplies and equipment. Coordinate with faculty to assist.
4. Oversee operation of simulation manikin and equipment, troubleshoot problems and contact manufacturer as needed to maintain proper functioning.
5. Oversee proper functioning of skills lab equipment; submit work orders; problem solve as needed.
6. Maintain the simulation and skills lab in a neat and organized manner; cleaning manikins, returning or discarding equipment following simulation experiences as appropriate. Coordinate faculty to assist.
7. Create and maintain student skills lab testing schedules in collaboration with faculty.
8. Utilize recorded simulated experiences to facilitate debriefings, classroom instruction and other related projects and assignments.
9. Conduct evaluation to determine the effectiveness of simulation and skills lab learning experiences.
10. Anticipate supplies needed for courses and orders supplies for the academic year in advance.
11. Attend faculty and level meetings as able.
12. Provide feedback to the director, division chair and nursing faculty regarding the effectiveness of the simulation and skills lab including current and future needs.
13. Stay current with developments in the field of simulation technology and the nursing profession.
14. Collaborate with clinical agencies to implement current nursing care standards.
15. Maintain and update the simulation and skills lab to include but not limited to: software, supplies and equipment needs.
16. Collect required research data of simulation activities for program review and funding purposes including number of students participating, number of faculty participating, confidentiality forms, and videotapes of simulation events.
17. Maintain the NRAD 120 course syllabus with simulation and skills lab student policies and requirements.

The following Knowledge Skills & Abilities are expected:

1. Self-motivated, able to prioritize work demands and to work with minimal supervision.
2. Ability to effectively communicate.
3. Ability to maintain confidentiality regarding simulation participation and sensitive issues.
4. Ability to work flexibly as a team member and as requested.
5. Ability to manage multiple projects.
6. Ability to meet deadlines.
7. Knowledge of medical-surgical nursing, medical terminology, human anatomy, physiology and clinical applications.
8. Knowledge of videotape recording, audio visual equipment and proficiency with simulation software applications.
9. Knowledge of current nursing practice, nursing education, and simulation technology.
10. Work requires occasional lifting of heavy equipment and use of specialized medical equipment.