

Memorandum of Agreement for Summer Bridge Program

The summer bridge program is designed to support the academic success of incoming students. This Memorandum of Agreement outlines the responsibilities and roles of instructors as well as other faculty and staff participating in the Summer Bridge Program.

The program consists of a primary course taught by FRST faculty specializing in math, with shorter workshops and presentations designed by faculty with disciplinary expertise in applied quantitative reasoning.

The Summer Bridge Coordinator will specialize in math and have experience working with FRST students and/or tutors on a regular basis. The primary course will be capped at 20 students (like FRST 1102 during the academic year), with a minimum of 2 assigned peer tutors per course section (like EOF's model).

Primary Course Instructors:

The course instructors are responsible for developing and sequencing all academic content and providing instruction for summer bridge classes.

Duties include:

- Instructors will assess and provide feedback on student progress and adapt classroom activities to ensure continuity between the classroom and Accuplacer assessment.
- Develop overall program objectives in collaboration with the Provost Office, FRST chairs, and General Studies Dean.
- Identify course objectives in collaboration with the Summer Bridge coordinator, ensuring they help meet overall program objectives.
- Develop and deliver a two-week curriculum with daily lesson plans aligned with the course objectives.
- Create a supportive and inclusive classroom environment that encourages student participation and inquiry.
- Use a variety of instructional methods, including hands-on activities, group work, and technology integration, as appropriate.
- Assess student progress through informal and formal evaluations, to be developed by the Summer Bridge coordinator.
- Provide timely feedback and support to students in the format determined by the Summer Bridge coordinator.
- At the conclusion of the program, instructors will make recommendations for student fall math placement based on students' Accuplacer test results (students may test out of QR at the end of the program).
- Collaborate with program staff in to ensure smooth operation of the course.
- Maintain accurate attendance and performance records using methods provided by the Summer Bridge coordinator.

- Work with their assigned peer tutors to develop and track their observations of participants.

Compensation: 3 TCH for each faculty member

Summer Bridge Academic Coordinators

The Academic Coordinator is responsible for organizing and aligning the academic components of the summer bridge program.

Duties include:

- Determine eligibility criteria for the program in coordination with the Provost Office and FRST Chair and identify eligible students. Conduct additional outreach to students to determine their Accuplacer status, if scores are not yet available.
- Coordinate with instructors to identify how student work will be assigned, how feedback will be provided, and how faculty should submit their final recommendations (e.g., Blackboard, email, or other options).
- In-class Peer Tutors:
 - Determine the ratio of peer tutors to student participants for the program, and track and monitor hiring needs daily (or as needed) as acceptances come in.
 - Interview and hire students to serve as in-class peer tutors.
 - Establish the scope of duties for peer tutors.
 - Provide training for peer tutors for the primary course and evening hours with student participants.
 - Monitor the work of peer mentors, identify problem areas, and provide feedback during and after the program.
- Identify and coordinate additional faculty with disciplinary expertise to participate in workshop-type activities outside the time designated for the primary course.
- Assist Associate Provost in building a daily schedule of program activities.

Compensation: 2 TCH each (4 TCH Total)

Faculty Engagement in Other Program Activities

Faculty engaged in other activities related to the summer bridge, such as workshops and non-instructional interaction with students will be paid at the rate of \$115/hour in accordance with other agreements.

Term

This agreement shall remain in full force and effect from this date until June 30, 2027, unless modified by changes in the master agreement. The agreement shall be automatically renewed from year to year thereafter, unless either party shall give to the other party written notice of its desire to terminate, modify, or amend this agreement. Said notice shall be given the other party

in writing no later than 30 days prior to June 30 of any succeeding year for which this agreement is automatically renewed.

In WITNESS HEREOF, the University and Local 2275 have acknowledged their understanding of this Memorandum of Agreement and affix their signatures below effective 3/5/26.

For Stockton University



Dr. Michael A. Palladino,
Provost and Vice President for Academic Affairs

For SFT Local 2275



Dr. Tara L.H. Luke,
President