



January 7, 2020

Olalekan Ogumolu  
6022 S Drexel Ave Apt 211  
Chicago, IL 60637-2635

Dear Olalekan,

I am pleased to offer you a teaching assignment at Brandeis University as an Adjunct Instructor for the Division of Graduate Professional Studies in the Spring-1 2020 session. This assignment pertains to the following course(s):

- **Course: RBOT-250-3DL Robot Manipulation, Planning, and Control - Directed Study**
- **Appointment Dates: 01/08/2020 to 04/01/2020**
- **Session Dates: 01/15/2020 to 03/24/2020**
- **Release course to students no later than: 01/08/2020**

Please be advised that this assignment applies only to the Spring-1 2020 session and expires at the conclusion of the session. This assignment may be renewed at the discretion of the University.

Your assignment is contingent upon sufficient enrollment to run the course, as determined by the Division of Graduate Professional Studies. You will be compensated \$1,110 per directed study student. Your total directed study compensation will be based on total student enrollment and will be paid in six installments. An explanation of your eligibility for any benefits can be found in the Rabb School Instructor Policy Manual.

You are expected to adhere to the policies of the Division of Graduate Professional Studies as stated in the Rabb School Instructor Policy Manual. Of particular importance is the expectation that you provide active engagement in online discussions and timely, quality, and individualized feedback to students on all assignments including participation. Failure to adhere to the expectations outlined in the Instructor Policy Manual may result in your termination prior to the end of the contract.

Your signature below indicates your familiarity and compliance with the standards, policies and procedures of the Rabb School Instructor Policy Manual. If you accept all the terms in this letter including terms specified in the Addendum that follows, **please sign as indicated within seven days of receipt.**

Employment at the University is contingent upon proof of your eligibility to work in the United States. New instructional staff must contact Human Resources at least **two weeks before** the commencement of their employment to complete the Form I-9 and produce appropriate documentation. Human Resources can be found at <http://www.brandeis.edu/humanresources/index.html>. Thank you for your cooperation.

This appointment is to a position that is in a collective bargaining unit represented by SEIU Local 509. For additional information please see the Collective Bargaining Agreement (CBA) that can be found on the Department of Human Resources website <http://www.brandeis.edu/humanresources/CollectiveBargainingAgreement/index.html>.

Best wishes for a successful session.

Sincerely,

A handwritten signature in black ink that reads "Monica M. Moore". The signature is fluid and cursive, with the first name "Monica" being larger and more prominent than the last name "Moore".

Monica Moody Moore, Ed.D.  
Executive Director, Graduate Professional Studies  
Brandeis University, Rabb School of Continuing Studies

**Contract Addendum**

You have written or co-written one or more elements of a Brandeis Online Course, the title of which is specified in the attached offer letter. The materials you wrote or co-wrote are defined as the "Contribution." The Contribution is to be placed in a course template owned by Brandeis and shall be offered online.

The Contribution shall remain your intellectual property.

The University owns the template to the Course, the title of the Course, the syllabus, and the online certificate/degree and all matters associated with the degree program. You agree to provide the University with a license to archive the Course and to allow read-access to others, including but not limited to accrediting agencies and future instructors. If you and the University have a Course Development License Agreement or a Course Refresh License Agreement in place for this Course, terms of those Agreements apply and supersede the terms of this Addendum.

You agree to submit the Contribution (including all illustrations, charts, graphs, and other material, including handouts, reference lists, etc.), in the format of the University's online template. If you fail to submit the Contribution in the template, the University will have the right to terminate this contract and cease payments following the date of termination.

With the exception of short excerpts from others' works that constitute fair use, you agree that the Contribution will contain no material from other copyrighted works without the written consent of the copyright holder, unless you place a direct HTML or other appropriate link to the original material referenced in the Contribution. You agree to obtain such consents and will file them with the University at the time the Contribution is submitted. Any obligations associated with permissions will be your responsibility.

You warrant that you are the sole owner of the Contribution; that the Contribution does not infringe any copyright, violate any property rights, or contain any libelous, plagiarized or unlawful matter. You will defend, indemnify, and hold harmless the University against all claims, suits, costs, damages, and expenses that the University may sustain by reason of any libelous, plagiarized or unlawful matter contained or alleged to be contained in the Contribution or any actual or alleged infringement or violation by the Contribution of any copyright or property right.

This contract was accepted on 2020-01-07 18:18:15 by **Olalekan Patrick Ogunmolu**