

**MEMORANDUM OF UNDERSTANDING
D/DL CLASS SIZE**

Article 45, Agreement, Conditions and Duration of the 2008-11 Contract provides for the establishment of a Distance Learning Task Force which shall be convened to review current practices in delivering distance education and complete its work and release its findings and recommendations by June 30, 2009. The first meeting of the taskforce resulted in the parties agreeing to change the negotiated language in Art 40 C 1 as follows (the underlined language is new) effective with the Fall 2008 semester.

C. Class Size, Assignments, Load, Mileage Reimbursement and Mentoring

1. a. Article 12, Class Size, applies to D/DL classes. In addition, the first time a D/DL course is offered at a college, or the first time an instructor teaches a D/DL class, the maximum class size shall be 25 students, unless the assigned faculty member permits the class size to reach a maximum of 35. Thereafter D/DL class size shall not exceed 40 students unless the assigned faculty member permits additional students to enroll after the first day. These class size limits (25 for first time or 40) apply to the registration limits so that the number of students permitted to enroll cannot exceed these limits.

b. Large D/DL Class Authorization and Compensation. At the written request of a particular instructor and, subject to the approval of his/her department chair, at the stage of schedule planning, the chair and instructor may submit a proposal to the Vice President of Academic Affairs, or designee, for authorization to set the D/DL class size limit for a particular course (other than the first time offering) and that particular instructor to 80 students. (Such authorization may be based on enrollment history, retention rates, high student demand, etc.) The Vice President of Academic Affairs, or designee, and the AFT Chapter President must agree in writing to the proposal. Only one such large D/DL class is permitted per instructor per semester. The instructor of the class will be compensated for the large class as follows:

i. If the large D/DL class has an enrollment of 50 to 59 at census (or the appropriate apportionment date), the instructor will receive a Large D/DL Class Stipend of \$500 per standard hour.

ii. If the large D/DL class has an enrollment of 60 to 69 at census (or the appropriate apportionment date), the instructor will receive a Large D/DL Class Stipend of \$1000 per standard hour.

iii. If the large D/DL class has an enrollment of 70 to 80 at census (or the appropriate apportionment date), the instructor will receive a Large D/DL Class Stipend of \$1500 per standard hour.

Any larger classes still count as one class for 60% (or 67% where allowable) purposes. The retirement contributions for the amounts of the stipends reported to CalSTRS would go into the DBS account for full time faculty and for adjunct faculty participating in CalSTRS DB retirement system (as opposed adjuncts in STRS CB or Social Security or PARS).

Justification:

The Distance Learning Task Force, a post 2008-2011 Contract negotiations task force, agreed to recommend that the 40 cap on D/DL class size be permitted to be raised to 80 in circumstances where, in the schedule planning process, a particular instructor and his/her chair agree to do so with the stipulation that if the class enrollment at census falls within particular ranges of numbers of students, the instructor will be additionally compensated with cash stipends as stipulated in the language above. Such arrangements must be agreed upon by the Vice President of Academic Affairs, or designee, and the AFT Chapter President; only one such large D/DL class is permitted per instructor per semester. This recommendation is made in part as an enrollment management strategy, but consistent with recognizing the nature of D/DL instruction in requiring a larger time commitment on the part of the instructor by fair and proper compensation for the larger number of students.

This MOU makes this recommendation a permanent part of the language in Article 40, Section C 1.

Dated: Aug 20, 2008

For the District:

For the AFT:

Marshall Drummond
Chancellor

Carl Friedlander
President Los Angeles College Faculty Guild