



Memorandum of Agreement (MOA)

Change in Modality, Large Lecture Format, Flex Learning

August 1, 2024

This Memorandum of Agreement is entered into on this 1st day of August 2024, between William Rainey Harper College ("College") and Adjunct Faculty Association, IEA-NEA (Union)

In mutual agreement, the College and Union have agreed to the update language in the articles listed below for employees covered by the current collective bargaining agreement. Details are listed below and are effective as of August 1, 2024.

NEW LANGUAGE

Article 4: Conditions of Employment

4.11 Change of Modality

Each fall, spring and summer, an adjunct faculty member may switch the modality to asynchronous for one class period for each synchronous (online live or face-to-face) class. Adjunct faculty need to notify their dean and their division office so that signs can be placed on the classroom door. Faculty must post an announcement in the college learning management system to let students know of the modality change. Adjunct faculty should try as best they can to notify students at least 24 hours in advance.

Article 8: Compensation

8.18 Flex Learning Classes

Faculty who plan to teach Flex Learning classes (designated in the course catalog with an X) shall first consult with the Dean. Faculty must be credentialed to teach online at Harper College and then successfully complete the Harper Academy for Teaching Excellence Flex Learning GEC to be eligible to teach Flex Learning classes.

The first time a faculty member teaches a Flex Learning course, they will work with an Instructional Designer from the Academy for Teaching Excellence on course development. The first time a faculty member teaches a course in Flex Learning mode, the contact hours taught in Flex Learning modality will be multiplied by 1.4 if the course uses 2 modalities and 1.75 if the course uses 3 modalities. Each

subsequent time the faculty member teaches the same Flex Learning class the contact hours will be multiplied by 1.2 if the course uses 2 modalities and 1.4 hours if the course uses 3 modalities.

Updated Language

Current

Article 8: Compensation

8.13 Large Lecture Enrollment

Adjunct faculty assigned to large lecture instruction will be given additional compensation for the planning and preparation of instructional materials and the coordination of discussion and laboratory co-requisite sections. Compensation will be given as described below:

1. Lecture sections with enrollments from forty-five (45) to fifty-nine (59) and a minimum of two (2) discussions or laboratory co-requisite sections, will be given one (1) hour toward work load.
2. Lecture sections with enrollments from sixty (60) to ninety (90) and a minimum of three (3) co-requisite sections will be given two (2) hours toward workload.
3. Lecture sections with enrollments greater than ninety (90) and a minimum of four (4) co-requisite sections will be given three (3) hours toward workload.
4. Lecture sections having no co-requisite sections and a minimum of two (2) contact hours with an enrollment from forty-five (45) to seventy-four (74) will be given one (1) hour toward workload.
5. Lecture sections having no co-requisite sections and a minimum of two (2) contact hours with an enrollment from seventy-five (75) to one hundred four (104) will be given two (2) hours toward workload.
6. Lecture sections having no co-requisite sections and a minimum of two (2) contact hours with an enrollment from one hundred five (105) to one hundred thirty-four (134) will be given three (3) hours toward workload.
7. Lecture sections having no co-requisite sections and a minimum of two (2) contact hours with an enrollment greater than one hundred thirty four (134) will be given four (4) hours toward workload.

Adjunct faculty shall not sign students into their course sections above the published course capacity to increase their compensation for such class.

The number of students as described in this section will be determined on the first day that the class meets.

Proposed Language

Faculty assigned to large lecture instruction will be given additional credit toward their normal workload for the planning and preparation of instructional materials and the coordination of the smaller linked discussion and laboratory sections. This additional credit toward workload will be given for the first section of each unique course prefix and course number based on the following tables where computations are to be based on enrollment on the first day of a semester:

Additional Contact Hours of Load for Large Lecture with Linked Smaller Discussions or Labs				
Number of students in 2 contact hour large lecture	Number of smaller discussion or lab sections linked to the large lecture			
	1	2	3	4
44 or less	0	0	0	0
45 - 59	0	1	1	1
60 - 90	0	1	2	2
91 or more	0	1	2	3

Additional Contact Hours of Load for Large Lecture with Linked Smaller Discussions or Labs				
Number of students in 3 contact hour large lecture	Number of smaller discussion or lab sections linked to the large lecture			
	1	2	3	4
44 or less	0	0	0	0
45 - 59	0	1.5*	1.5*	1.5*
60 - 90	0	1.5*	3*	3*
91 or more	0	1.5*	3*	4.5*

*If an instructor is teaching this course prefix and number for the first time in large lecture format (or if they have taught in large lecture before but they have not taught it in large lecture in the past 6 consecutive academic semesters), then the instructor will be given an additional 0.5 hours of load.

Additional Contact Hours of Load for Large Lecture with No Linked Smaller Discussions or Labs	
Number of students in just lecture with at least 2 contact hours	Additional contact hours added to load

44 or less	0
45 - 74	1
75 - 104	2
105 - 134	3
135 and above	4



8-5-24

Mr. Steven Titus, President, Adjunct Faculty Association, IEA-NEA

Date



07.30.2024

Dr. Avis Proctor, President, William Rainey Harper College

Date