



August 07, 2008

MEMORANDUM

TO: District Board of Trustees
FROM: William D. Law, Jr., President
RE: Change in Definition of Large Class

As part of the plan to reduce costs while maintaining the college's values, we have asked the Deans to rework the guaranteed schedule to provide some savings. We have developed a plan that includes raising class sizes by a few students in each class during the 2008-09 academic year. For their regular load, full time faculty will be teaching no more than an additional one-half section of students as part of their regular contract. We are quite pleased with the response we have had from faculty regarding this plan. They are supportive of the plan and are pleased to be able to contribute to managing this tight budget year.

For faculty who teach extra classes for extra pay and for adjunct faculty, there will also be the same adjustment upward in class size of up to 4 to 5 students per class. This adjustment requires a change in policy 05-18 regarding the definition of large classes. The recommended change is as follows:

Adjunct instructors assigned to teach a large class will be additionally compensated at a rate of fifteen (15) percent of course salary for each multiple of six (6) students above ~~thirty six (36)~~ **forty-one (41)** enrolled.

Staff Resources: Barbara Sloan

Recommended Action:

Recommend to approve change to Policy 05-18 as stated for the 2008-09 academic year.

