

**MOU Article 40.C.2 clarifies that Unit members may request no more than one (1) large DL stipend in any academic term and no more than two (2) large DL stipends during any calender year.**

## **REQUEST FOR LARGE DISTANCE/DISTRIBUTED LEARNING CLASS**

Department: \_\_\_\_\_ Academic Term: Fall Winter Spring Summer 20 \_\_\_\_\_

The following class is requested for consideration as a large distance learning class under the terms of the Agreement between the LACCD and Los Angeles College Faculty Guild, Local 1521; Article 40.

\_\_\_\_\_  
Class (e.g. Economics 1)

\_\_\_\_\_  
Section Number  
(if known)

\_\_\_\_\_  
Name of instructor

\_\_\_\_\_  
**Instructor's signature**

\_\_\_\_\_  
Instructor's **e-mail** address

Chair's signature: \_\_\_\_\_ School Dean's Signature: \_\_\_\_\_

Approved by VP, Academic Affairs: \_\_\_\_\_ Date: \_\_\_\_\_

### **Things you should know about large classes:**

- The instructor of an APPROVED large distance learning class will be compensated as follows:
  - Class Stipend of \$500 per standard hour if enrollment at census is between 50 – 59
  - Class Stipend of \$1000 per standard hour if enrollment at census is between 60 - 69
  - Class Stipend of \$1500 per standard hour if enrollment at census is between 70 - 80
- Only ONE such large D/DL class is permitted per instructor per semester/term.
- Any large distance learning class still counts as a single class for hourly assignment limit purposes.
- Approval of large class credit is based on enrollment history, retention rates, high student demand, and so forth.
- Requests for a Large Distance/Distributed Learning Class for each Academic term must be submitted by the deadline for the second schedule galley.
- **Prior approval from the Department Chair, Area Dean, and V.P. of Academic Affairs is required.**