

Memorandum of Understanding E
to the Agreement by and between
Lake Washington Institute of Technology
District No. 26
and the
Lake Washington Federation of Teachers
Local 3533
Effective July 1, 2016

This Memorandum of Understanding is supplemental to the above-referenced Agreement by and between the College and the Federation (hereafter referred to as the "Agreement" and incorporated herein by reference).

Section 22.4 Alternative Compensation for Under-enrolled or Over-enrolled Classes: In cases where classes appear to be under-enrolled and the appropriate Dean intends to cancel the class because of that under-enrollment, the appropriate Dean may, with the agreement of the faculty member designated to teach that class, pay the faculty member by the following alternative formula instead of cancelling the class:

Alternative pay for an under-enrolled class=Regular pay designated by the collective bargaining agreement X number of student enrolled at end of Day 4 ÷ cap for class on the quarterly schedule.

In no case shall alternative pay apply if not agreed to by the dean and assigned faculty by the end of the first day of the quarter.

In the event that the faculty member designated to teach the under-enrolled class is a full-time faculty member assigned to that class as part of their quarterly load, the faculty member and Dean can agree to...(1) cancel the class (and create a plan for making up the load requirement with another class or another class in a remaining quarter); or (2) run the class as a moonlight (special assignment outside of the normal full-time hourly class time requirement) using this alternative compensation formula and pick up a different class to meet load requirements that quarter or in a subsequent quarter.

In cases where faculty accept overloads and overloaded students remain in the class through the first week of the quarter, the faculty member shall be compensated for the excess enrollment as a special assignment using the following formula:

Over-enrollment pay=Number of teaching hours assigned to course X number of enrolled in class on 15th day of quarter in excess of cap for class on quarterly schedule ÷ cap for class on the quarterly schedule. (Example: There are 29 students enrolled for a class on the 15th day of the quarter and the class has a published cap of 25. Class hours assigned to the class=50. The instructor shall be compensated for 4 excess students X 50 hours/25 student cap=8 hours special assignment for quarter.)

Lake Washington Federation of Teachers,
Local 3533


Dated: May 16, 2019

By: 
Jim Howe (May 16, 2019)

Jim Howe, President

Lake Washington Institute of Technology
District No. 26

Dated: May 17, 2019

By: 
Dr. Amy Morrison (May 17, 2019)

Dr. Amy Morrison, President