

**Memorandum of Understanding between El Camino Community College District and the El Camino College Federation of Teachers**  
**June 13, 2023**

Collective Bargaining Agreement (CBA) Article 8 Sections 2, 6, and 7, Teaching Load  
 This Memorandum of Understanding (MOU) represents the resolution of the Class Size Determination process for class size changes submitted during the 2021-2022 academic year. This process is an extension of the follow CBA articles:

- Article 8 Section 4 – Instructional Objectives
- Article 8 Section 7 – Division Load Committee

It is hereby agreed between the parties that:

1. Effective Winter 2024, all of the below classes will have the following student course caps.

New Cap	CLRW Approved Cap	Current Cap	Class(es)
40	35	45	American Studies 7
45	35	45	Art History 101
40	35	45	Art History 102a, 102b, and 102c
40	40	45	Astronomy 20
27 <sup>1</sup>	24	31	Chemistry 1A, 1B, 4, and 20
10	10	20	Educational Development 29
18	18	30	Educational Development 35
20	20	30	Educational Development 36
14	14	18	Educational Development 37
30	25	30	English 1A and 1As
45	35	45	History 101 and 102
40	35	45	History 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 140, 141, 152, and 154
35	35	38	Japanese 1 and 2
30	30	35	Japanese 3 and 4
20	20	28	Journalism 6

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<sup>1</sup> Contingent on District’s agreement to conduct a thorough square foot analysis of our lab spaces and compare it to National Fire Protection Association (NFPA) guidelines.

20	20	25	Journalism 9
20	20	30	Journalism 11 and 14
40	35	50	Psychology 117, 119, and 125
45	40	50	Sociology 101
40	35	50	Sociology 102, 104, 107, 108, 110, 112, 113, 115, and 118

1. This Memorandum of Understanding shall settle all impacts and effects relating to the actions and decisions in implementing new class sizes commencing Winter 2024. This Memorandum of Understanding is not intended to establish or support any claim of “past practice” regarding the next round of submittals or negotiations pertaining to course caps.
2. The updated and complete ECC Course Cap spreadsheet will be updated and posted on the HR website where MOUs are posted by July 1 every year.
3. All course capacity changes included in this memorandum of understanding will be re-negotiated during Spring 2026 for implementation beginning Fall 2026.
4. Upon completion of Federation and District contract negotiations, negotiations for the AHIS 101, ENGL 1A and 1As, HIST 101 and 102, and SOC 101 applications will recommence between the Federation and the VPAA within 10 business days after Federation ratification of the successor contract.

For the Federation:

Stephanie Merz

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El Camino College Federation of Teachers

Date June 13, 2023

For the District:

Jane Miyashiro

Jane Miyashiro, Vice President Human Resources

El Camino Community College District

Date 7/10/2023