



California Community Colleges

# **ACBO Institute I (Session 2)**

**Panel Presentation**

**College Finance and Facilities Planning Division**

April 23, 2025

# Division Units

- Fiscal Services
- Student Housing
- Facilities Planning
- Fiscal Standards and Accountability

## Welcome

Chris Ferguson,  
Executive Vice Chancellor of Finance  
and Strategic Initiatives

Patricia Servin,  
Assistant Vice Chancellor of Finance



# Fiscal Services

Arthur Golovey, Director

Liliana Jimenez, Specialist

# Fiscal Services

- **Student Centered Funding Formula (SCFF)**
  - Calculate SCFF at each apportionment period
  - Certify allocations and execute payments
  - Provide technical support to districts
- **SCFF Support**
  - Technical assistance to districts
  - SCFF Dashboard
  - SCFF Resource Estimator
- **Apportionment Payments**
  - Over 60 programs issue payment to districts via apportionment
  - Calculate payments, develop exhibits, coordinate with State Controller's Office to execute payments

# Fiscal Services

Contact	Subject Matter
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Mayra Dueñas, Community College Program Assistant <a href="mailto:mduenas@cccco.edu">mduenas@cccco.edu</a>	Appportionments
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**For questions on the SCFF email [scff@cccco.edu](mailto:scff@cccco.edu).**

**For questions on appportionments email [appportionments@cccco.edu](mailto:appportionments@cccco.edu).**

# Fiscal Services Resources

- [Student Centered Funding Formula](#) – Contains SCFF-related FAQs, metric definitions, metric data, and other resources.
- [SCFF Dashboard Webpage](#) – Contains links to SCFF Dashboards: Prior formula comparison to SCFF, SCFF Data Trends and Insights, SCFF Resource Estimator.
- [Apportionment Reports](#) – All Chancellor’s Office apportionment exhibits are posted to this webpage, including the Exhibit C.
- Compendium of Allocations and Resources – Comprehensive information about funding allocations. Found on [Budget News](#) and [Apportionment Reports](#) webpage.



# CCC Affordable Student Housing

Laura Murphy, Program Assistant  
Andrea Cruz, Analyst

# Affordable Student Housing Program Status

## Round 1 & 2 Projects College Map

### Landscape of Student Housing for CCCs

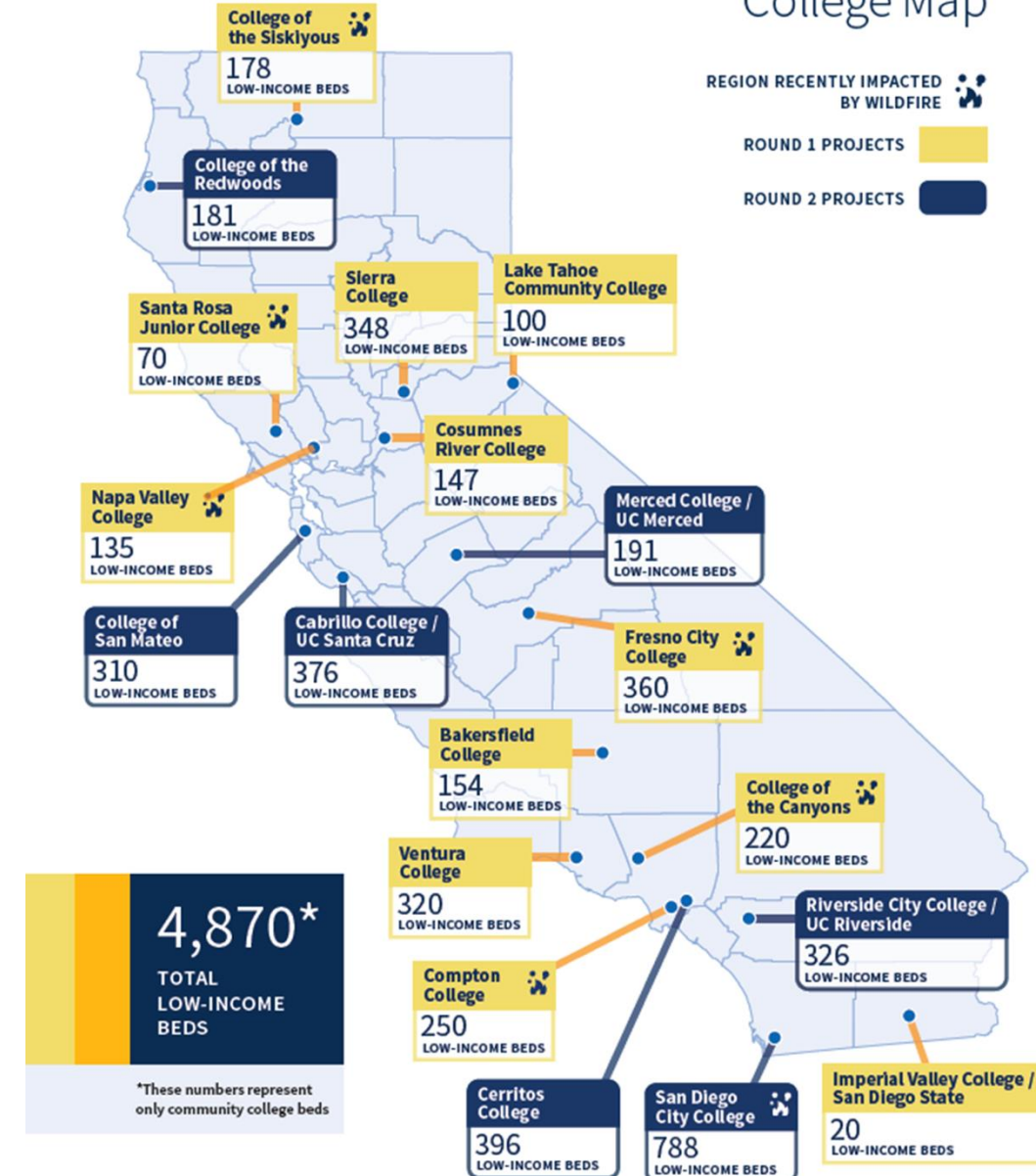
- 12 existing independently funded and operated by colleges
- 19 new affordable student housing facilities built across the state:
  - 12 projects approved – FY 2022-23 CA Budget
  - 7 projects approved – FY 2023-24 CA Budget

### Progress of Projects

- Two projects complete: Santa Rosa Junior College and Napa Valley College
- Six projects under construction
- Seven colleges' projects in working drawing
- Two Colleges' projects in performance criteria
- Two Colleges' projects in planning

### Funding mechanism

- Originally funded through CA General Fund, transitioned in 2024
- 2024 California Budget Act package, Senate Bill 155 (2024) established a Statewide Lease Revenue Bond (SLRB)
- 13 projects on CCC campuses





# Affordable Student Housing Update

## Looking Ahead

### Continued Advocacy for Affordable Student Housing

- Current unfunded need:
  - 35 unfunded applications – Rounds 1-3
  - Total cost state need (non-escalated) – \$2B
- Advocating for additional \$1.1B State Lease Revenue Bond funding
- Re-opening application process
  - See memo SH 25-01
  - Accepting new and resubmitted applications, deadline: **July 1, 2026**
  - Accepting applications in FUSION annually
  - Continually communicate need to CA Legislature and Dept. of Finance



# Affordable Student Housing Update

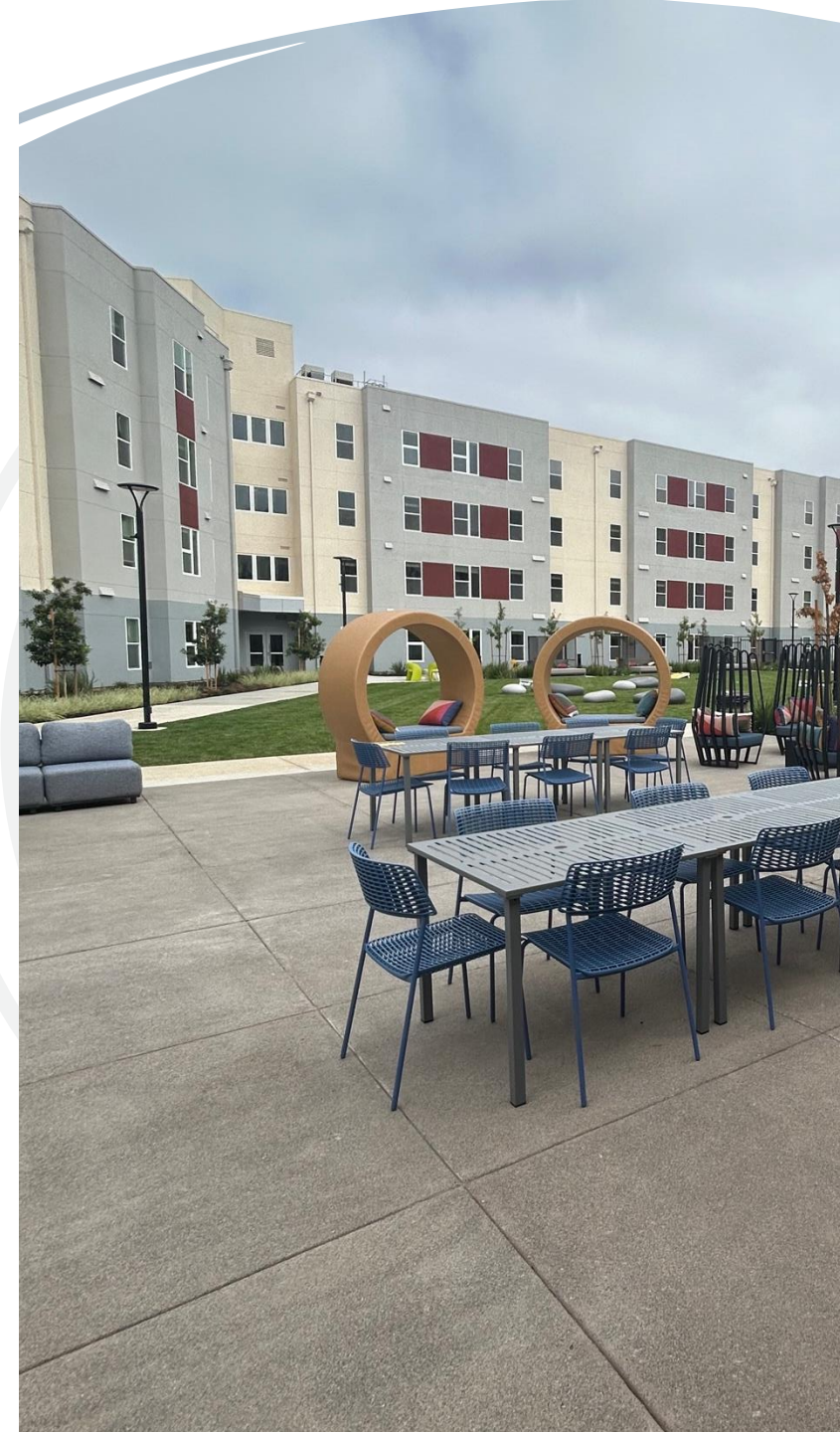
## Looking Ahead – Continued

### Activity Over the Next Year

- Continue to develop processes and guidance with Dept. of Finance for state approved Affordable Student Housing projects
- Statewide Lease Revenue Bond (SLRB); Real Estate Due Diligence, Project Delivery Agreement, Development Agreements
- Professional Development to support expanding stock

### Updating FUSION

- Ready to receive applications and will provide scores
- Actively coordinating with Dept. of Finance and State Public Works Board so that FUSION reflects SLRB
- We will provide updates as FUSION evolves





# Affordable Student Housing Update

## Professional Development

### New Student Housing Virtual Forums (Webinars)

- Underway, next event Tuesday, May 6
- Previous Student Housing Webinars available on the Vision Resource Center

### In-person Student Housing Conference

- Thursday, November 13, 2025
- Orange Coast College
- Planning underway, please keep an eye out for announcements and save the date





# California Community Colleges

## Thank you!

For Questions:

Student Housing Inbox ([studenthousing@cccco.edu](mailto:studenthousing@cccco.edu))

Or

Ronnie Slimp ([rslimp@cccco.edu](mailto:rslimp@cccco.edu))

Laura Murphy ([lmurphy@cccco.edu](mailto:lmurphy@cccco.edu))

Andrea Cruz ([acruz@cccco.edu](mailto:acruz@cccco.edu))

[www.cccco.edu](http://www.cccco.edu)

# Role of the Facilities Planning Unit (FPU)



Administer the state capital outlay, PPIS, and other programs



Help districts pursue funding



Propose capital outlay projects



Advocate for projects



Help districts spend funds on time, per code, and regulation



Assist with reporting requirements



Assist with implementing new legislation

# State Capital Outlay

- A system of interrelated components that impact each other:
  - Educational / Facilities Master Plan
  - Enrollment Projections and WSCH Forecast
  - Space Inventory
  - Five Year Construction Plan
  - Initial Project Proposals (IPP's)
  - Final Project Proposals (FPP's)
  - Capital Outlay Budget Change Proposals (COBCPs)
  - Appropriation and Release of Funds

# District 5-Year Construction Plan

- Define district projects and priorities
- Show WSCH enrollment trends
- Include the space inventory for each campus by Title 5 category
- Compares the number of students to seats available (Capacity Load Ratio)
- Used by the state as a tool to determine project eligibility

# The Benefits of Completing a 5YCP

- Potentially saves the district money
- Enables the district to compete for state funding
- Communicates the capital outlay need of district
- Highlights where the district should or should not be spending resources



# FPU Capital Outlay Priorities and Tasks

- Review 5 Year Plans, IPPs, and FPPs
- Coordinate and work with districts and Department of Finance on State funded projects
- Administration of on-going State funded projects
- Write COBCPs for submission to Department of Finance
- Bond tracking and management

# Annual Submittals

## **Due annually in July**

- District/campus Five-Year Plan
- District/campus capital projects for both
  - State and non-state projects over 7 years
  - Initial Project Proposal (IPP) – concept paper
  - Final Project Proposal (FPP) – contractual offer from the district

## **Due annually in September**

- Scheduled Maintenance
  - 5 Year Plan
  - Project Funding Proposals

# Annual Submittals

## **Due annually in October**

- Space inventory
  - Reflects inventory thru December of same year

## **Other Submissions/District Review Required**

- Enrollment Projections/WSCH Forecast
- Cashflow
- Lease Revenue
- Project Reappropriations and Reversions
  - **Submit Invoices**
    - Inform analysts that project phases won't complete on time
- Board of Governors Energy and Sustainability Awards

# FUSION

The Facility Utilization Space Inventory Options Net (FUSION) was custom developed to support facilities planning within the California Community College system.

- Web based project planning and management tool
- Secure access managed by district administrators
- Integrated modules and database
- Automatic archival of planning data for each year

Contact your district FUSION administrator or email Vanessa Encina for access – [vencina@foundationccc.org](mailto:vencina@foundationccc.org)

# Scheduled Maintenance 5-Year Plan

- 5YP is used to advocate for funding
- List of projects for five years by project type
- Project Funding Proposals
- Basic project data includes:
  - Fiscal year of funding
  - Building or item in need of repair/replacement
  - Age of building/item
  - Estimated cost

## FUSION Training

- [FUSION Training Courses](#)
- [FUSION Training Videos](#)

# Facilities Planning Unit

Contact	Subject Matter
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# Fiscal Standards and Accountability

Lorena Romero, Director

Natalie Wagner, Specialist

Rafael Artiga Meza, Specialist

# Fiscal Standards and Accountability Unit

The Fiscal Standards and Accountability unit oversees the following programs/duties:

## **Financial and Compliance Reporting**

- Maintain Budget Accounting Manual (BAM)
- Maintain Contracted District Audit Manual (CDAM)
- CCFS-311 Annual Budget & Financial Report
- CCFS-311Q Quarterly Financial Status Update
- Legislative Report on Lottery Expenditures
- Annual District Financial Audits
- COVID-19 Block Grant
- Academic Hiring Report

## **Fiscal Health Monitoring**

- Monitor District's Fiscal Health
  - Fiscal Forward Sessions
  - Annual Risk Analysis
- Review District's Annual Financial Audits
- Coordinate with Fiscal Crisis Management Assistance (FCMAT) Team
  - Fiscal Health Risk Analysis Reviews
  - Technical Assistance



# Fiscal Standards and Accountability Unit

The Fiscal Standards and Accountability unit oversees the following programs/duties (continued):

## Faculty Programs

- Full-Time Faculty Compensation
- Part-Time Faculty Compensation
- Part-Time Office Hours and Health Benefits
- Full-Time Faculty Obligation
- Fifty Percent Law

## Student Programs

- Maintain Student Fee Handbook
- Nonresident Tuition Fee
- Health, Parking, and Transportation Fees
- Student Representation Fee

# Fiscal Standards and Accountability Unit

The Fiscal Standards and Accountability unit oversees the following programs/duties (continued):

## **Attendance Accounting & Residency**

- Maintain Student Attendance Accounting Manual (SAAM)
- CCFS-320 Attendance Accounting Report for Full-Time Equivalent Student (FTES)
- Maintenance Allowance
- Emergency Conditions Allowances
- Legislative Report on Dual Enrollment

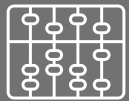
# **Standardized Attendance Accounting Method Update**

Presented by Natalie Wagner

# Working Learner Taskforce: Attendance Accounting Changes



Our office convened the Working Learner Taskforce to propose updates to the current attendance accounting rules for credit courses through regulatory changes.



The purpose of these updates is to remove barriers and incentivize the offering of shorter-length and flexible courses to better serve working adults.



The updated regulations were presented at Consultation Council in January and went to the Board of Governors for a first reading in January and a second reading in March.

# Overview of Regulatory Changes

- On March 25, 2024, the Board of Governors approved new regulations that alter how districts calculate FTES for credit courses. The approved regulations were filed with the Office of Administrative Law and the California Secretary of State on July 22, 2024, and became effective on August 21, 2024.
- The updates to Title 5, Section 58003.1, and the addition of Section 58003.2 introduce the new Standardized Attendance Accounting Method, which will replace some existing attendance accounting methods for credit courses.
- Once implemented, the Standardized Attendance Accounting Method will be used for all credit courses regardless of modality or course length.
- Positive attendance will still be required for credit courses that are open entry/ open exit. All other credit courses would use the Standardized Attendance Accounting Method.

# Standardized Attendance Accounting for Credit Courses

The approved changes eliminate three of the existing attendance accounting methods (weekly census, daily census, and the alternative attendance accounting procedure for credit courses) and replace these with the new standardized attendance accounting method.

## Prior Attendance Accounting Methods

1. Weekly Census
2. Daily Census
3. Positive Attendance (Credit and Noncredit)
4. Alternative Attendance Accounting Method (Credit)
5. Alternative Attendance Accounting Method (Noncredit)

## Updated Attendance Accounting Methods

1. Standardized Attendance Accounting Method
2. Positive Attendance (Credit and Noncredit)
3. Alternative Attendance Accounting Method (noncredit)

# New Methodology

## Standardized Attendance Accounting Method

$$\text{FTES} = \text{Standardized Total Hours (based on units in COR)} \times \text{\# of Students enrolled at Census} / 525$$



Standard hours for unit of lecture:

18 for semester colleges  
12 for quarter colleges



Standard hours for unit of activity:

36 for semester colleges  
24 for quarter colleges



Standard hours for unit of lab:

54 for semester colleges  
36 for quarter colleges

Multipliers are for attendance accounting purposes only. No changes are needed to Course Outlines of Records or course schedules.

# Standardized Attendance Accounting for Credit Courses

## Sample Calculations

### **3-unit lecture course, semester college**

3 units \* 18 hours = 54 standardized total hours

54 total hours x 30 students = 1620 / 525 = 3.09 FTES

### **2-unit activity course, semester college**

2 units \* 36 hours = 72 standardized total hours

72 total hours x 30 students = 2160 / 525 = 4.11 FTES

### **1-unit lab course, semester college**

1 unit \* 54 hours = 54 standardized total hours

54 total hours x 30 students = 1620 / 525 = 3.09 FTES



# Standardized Attendance Accounting for Credit Courses

## Sample Calculations

### 3-unit lecture course with 1 unit of lab, semester college

3 units \* 18 hours = 54 standardized total hours (lecture)

1 unit \* 54 hours = 54 standardized total hours (lab)

$54 + 54 = 108$  standardized total hours x 30 students =  $3240 / 525$   
= 6.17 FTES

### 3-unit lecture course, quarter college

3 units \* 12 hours = 36 standardized total hours

36 total hours x 30 students =  $1080 / 525 = 2.06$  FTES

# Which courses will use the Positive Attendance Method?

- Most credit courses that use positive attendance under the prior attendance accounting rules will transition to the Standardized Attendance Accounting method.
- Positive attendance will be required for credit courses that are open-entry/open-exit and must continue to use the positive attendance method in calculating FTES (title 5, section 58164)
- Districts have the option to use positive attendance for any credit course, however this will generally result in lower FTES being generated in the course (Title 5, section 58003.2(c)(4))

## District Implementation Steps



Districts will need to decide the best time to transition to the new Standardized Attendance Accounting Method.



Work with their Student Information Systems to determine a plan for tracking student enrollment data in a format that aligns with the new Standardized Attendance Accounting Method.



The Student Information Systems will need to update the calculations and then transition courses, to the new Standardized Attendance Accounting Method.



Once the necessary updates are made to the Student Information Systems, the district can transition to the new Standardized Attendance Accounting Method and begin reporting under that method in the CCFS-320 system and MIS.

# Standardized Attendance Accounting Method Guidance



Fiscal and Policy Webinar [Recording](#) and [PPT Attachment](#) provides an overview of the regulatory changes and plans for implementation.



[Memo 24-08](#) – Standardized Attendance Accounting Regulations Updates Memo



[FAQ Document](#): Clarifies guidance and answers questions received after the issuance of memo 24-08.

# **CCFS-320 Updates: Standardized Attendance Accounting Method**

Presented by Rafael Artiga Meza

# Timeline

- The changes to the CCFS-320 went live at 2024-25 P2.
- Special thank you to the districts who served as Beta testers and provided feedback on the updates.
- Districts who have not transitioned, can reach out to us and use our test environment to use the new system.
- 2024-25 R1 will be the next period where districts can transition.

# Transition to the new Methods

- Districts will have the option to transition into the new methods in 2024-25, 2025-26 or wait until 2026-27, when it is mandatory that all districts comply with the new rules.
- Districts will be able to transition at P2 or R1 in 2024-25 and P1 or R1 in 2025-26, depending when they are ready.
- Districts will not be allowed to reverse their decisions.
- For multi-college districts, only the district can make the transition.

# Transition Administrator

- The CCFS-320 will have a new level of authority: the transition administrator.
- The transition administrator will be tasked with deciding whether the districts will use the new standardized attendance accounting methods in 2024-25, 2025-26 or wait until 2026-27.
- Transitions administrators will be given the choice at the following fiscal years and periods:
  - ~~2024-25 P2~~
  - 2024-25 R1
  - 2025-26 P1
  - 2025-26 R1
- The transition administrator can be an existing 320 user, and they can keep all their existing authority.
- Districts can change their transition administrator, by contacting [ccfs320admin@cccco.edu](mailto:ccfs320admin@cccco.edu).



# Final Thoughts

- Our 320 instructions have been updated, so please reach out if you need a copy.
- We have a test environment for districts to use the 320.
- Feel free to reach out at [ccfs320admin@cccco.edu](mailto:ccfs320admin@cccco.edu) with any questions or concerns.

# Fiscal Standards and Accountability Unit

Contact	Subject Matter
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Natalie Wagner, <a href="mailto:nwagner@cccco.edu">nwagner@cccco.edu</a>	Attendance Accounting, Residency, Emergency Conditions, Academic Calendars, and Conditions for Claiming Apportionments
Amanda Voie, <a href="mailto:avoie@cccco.edu">avoie@cccco.edu</a>	District Audits, Part-Time Faculty Office Hours, Part-Time Faculty Health Insurance
Jubilee Smallwood, <a href="mailto:jsmallwood@cccco.edu">jsmallwood@cccco.edu</a> Tarissa Hopkins, <a href="mailto:thopkins@cccco.edu">thopkins@cccco.edu</a>	FON, 50% law, CCFS-311 and CCFS-311Q, Gann Limit, Unemployment Insurance, Academic Hiring, Lottery

For general questions: [fiscalstandards@cccco.edu](mailto:fiscalstandards@cccco.edu)



# California Community Colleges

## Thank you!

[www.cccco.edu](http://www.cccco.edu)