

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

1102 Q STREET, SUITE 4000  
SACRAMENTO, CA 95811-6549  
(916) 445-8752  
<http://www.cccco.edu>



October 19, 2017

**Fiscal Services Memo 17-13  
Via E-mail Only**

**TO:** Chief Executive Officers  
Chief Human Resources Officers  
Chief Business Officers  
Chief Instructional Officers

**FROM:** Wrenna Finche, Director  
Fiscal Standards and Accountability

**SUBJECT:** Full-Time Faculty Obligations: Report due for Fall 2017 Full-Time Faculty  
Obligation Compliance

**Synopsis:** This memo provides information to assist districts in complying with the full-time/part-time faculty regulations.

The California Code of Regulations (CCR), Title 5 Section 51025 requires community college districts to increase their base number of full-time faculty over the prior year in proportion to the amount of growth in funded credit FTES. CCR, Title 5 Section 53300 et seq. defines full-time and part-time faculty.

The attached table "**Full-Time Faculty Obligation**" shows by district the final full-time faculty obligation (FON) for Fall 2017 and the Fall 2018 projected FON based on the 2017-18 Advance Apportionment. At its November 16, 2016 meeting, the Board of Governors determined the 2016 Budget Act contained adequate funds to implement an increase in the Fall 2017 FON.

Pursuant to CCR, Title 5 Section 51025(c)(1), compliance with the full-time faculty statutes and applicable regulations will be based on the lower of (1) the projected obligation identified in the attached table or (2) the actual revised obligation based on the 2016-17 Second Principal Apportionment (P-2). While the Fall 2017 obligation number displayed in the attached table will be considered final for compliance monitoring, the Fall 2018 obligation may be revised based on any funding adjustments that occur at the time of the 2016-17 Recalculation.

Also attached is a form for the district to report actual full-time and part-time faculty data for Fall 2017 to the Chancellor's Office, as required by regulations.

**Action/Date Requested**

Please return the completed form "**Full-Time Faculty Obligation Compliance for Fall 2017**" to us on or before **Friday, November 30, 2017**. If you have any questions, please contact Michael Yarber at 916-327-6818 or [myarber@cccco.edu](mailto:myarber@cccco.edu).

Attachments

**California Community Colleges  
Full-Time Faculty Obligation  
Compliance for Fall 2017**


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1. Total full-time equivalent faculty (FTEF) attributable to instructional and noninstructional Full-Time Faculty based on Title 5 Sections 53302 and 53309 for the district.	<u>437</u>
2. Total FTEF attributable to instructional and noninstructional Part-Time Faculty based on Title 5 Sections 53301 and 53310 for the district.	<u>199.96</u>
3. Total FTEF for Full-Time Faculty and Part-Time Faculty (line 1 plus line 2)	<u>636.96</u>
4. Percentage of FTEF attributable to Full-Time Faculty (line 1/line 3)	<u>68.61%</u>
5. 2017 Full-Time Faculty Obligation (see "Compliance Final" on attachment)	<u>433.8</u>
Difference between 2017 Full-time Faculty Obligation and Total Full-Time faculty (line 1 minus line 5).	<u>3.2</u>

**The average replacement cost of a Full-Time Faculty for 2017 is \$74,029.**

I hereby certify that the information given above is a true representation of the facts, to the best of my knowledge, for the                     Kern                     Community College District.

SIGNED:

  
\_\_\_\_\_  
Chief Executive Officer

11/30/2017

\_\_\_\_\_  
Date

Anna Gonzalez  
\_\_\_\_\_  
District Contact

661-336-5138/ annagonz@kccd.edu  
\_\_\_\_\_  
Phone/email

**Please complete and return this form by Thursday, November 30, 2017, to:**

**California Community Colleges Chancellor's Office  
Fiscal Services, Attn: Michael Yarber  
1102 Q Street  
Sacramento, CA 95811-6549**

**Phone: (916) 327-6818  
E-mail: myarber@cccoco.edu**

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October 7, 2016

**Fiscal Services Memo 16-09  
Via E-mail Only**

**TO:** Chief Executive Officers  
Chief Human Resources Officers  
Chief Business Officers  
Chief Instructional Officers

**FROM:**  Elias Regalado, Director  
Fiscal Standards and Accountability

**SUBJECT:** Full-Time Faculty Obligations: Final for Fall 2016 and Projection for Fall 2017; Report due for Fall 2016 Full-Time Faculty Obligation Compliance

**Synopsis:** This memo provides information to assist districts in complying with the full-time/part-time faculty regulations.

The California Code of Regulations (CCR), Title 5 Section 51025 requires community college districts to increase their base number of full-time faculty over the prior year in proportion to the amount of growth in funded credit FTES. CCR, Title 5 Section 53300 et seq. defines full-time and part-time faculty and provides the rules for calculating full-time equivalent faculty (FTEF) attributable to full-time and part-time faculty.

The attached table "**Full-Time Faculty Obligation**" shows by district the "Compliance" full-time faculty obligation (FON) for Fall 2016 and the Fall 2017 "Projected" FON based on the 2016-17 Advance Apportionment. At its November 16, 2015 meeting, the Board of Governors determined the 2016 Budget Act contained adequate funds to implement an increase in the Fall 2016 FON.

As identified in the attached table, pursuant to CCR, Title 5 Section 51025(c)(1), compliance with the full-time faculty statutes and applicable regulations for Fall 2016 will be based on the lower of (1) the "Projected" obligation based on the 2015-16 Advanced Apportionment or (2) the "Actual" obligation based on the 2015-16 Second Principal Apportionment (P-2). While the Fall 2016 "Compliance" obligation number displayed in the attached table will be considered final for compliance monitoring, the figures may be revised in computing the Fall 2017 obligation based on any funding adjustments that occur at the time of the 2015-16 Recalculation.



Also, attached is a form for the district to report actual full-time and part-time faculty data for Fall 2016 to the Chancellor's Office, as required by regulations. Please complete and return this form (including the signature of the district Chief Executive Officer) to the address indicated on the form.

### **Action/Date Requested**

**Please note that the Board of Governors has requested that Fall 2016 full-time faculty compliance information be available for the November 14-15, 2016 Board meeting.**

Thus, it is imperative that you return the completed form titled "**Full-Time Faculty Obligation Compliance for Fall 2016**" to us on or before **Tuesday, November 1, 2016**. If you have any questions, please contact Michael Yarber at (916) 327-6818 or [myarber@cccco.edu](mailto:myarber@cccco.edu).

Attachments

**California Community Colleges  
Full-Time Faculty Obligation  
Compliance for Fall 2016**

1. Total full-time equivalent faculty (FTEF) attributable to instructional and noninstructional Full-Time Faculty based on Title 5 Sections 53302 and 53309 for the district.	<u>397</u>
2. Total FTEF attributable to instructional and noninstructional Part-Time Faculty based on Title 5 Sections 53301 and 53310 for the district.	<u>192.54</u>
3. Total FTEF for Full-Time Faculty and Part-Time Faculty (line 1 plus line 2)	<u>589.54</u>
4. Percentage of FTEF attributable to Full-Time Faculty (line 1/line 3)	<u>67.34%</u>
5. 2016 Full-Time Faculty Obligation (see "Compliance Final" on attachment)	<u>393.1</u>
Difference between 2016 Full-time Faculty Obligation and Total Full-Time faculty (line 1 minus line 5).	<u>3.9</u>

**The average replacement cost of a Full-Time Faculty for 2016 is \$76,209.**

I hereby certify that the information given above is a true representation of the facts, to the best of my knowledge, for the Kern Community College District.

SIGNED:



10/28/2016

Chief Executive Officer

Date

Anne VanDerHorst

661-336-5138/avanderh@kccd.edu

District Contact

Phone/email

Please complete and return this form by Tuesday, November 1, 2016, to:

**California Community Colleges Chancellor's Office  
Fiscal Services, Attn: Michael Yarber  
1102 Q Street  
Sacramento, CA 95811-6549**

**Phone: (916) 327-6818  
FAX: (916) 323-8245  
E-mail: myarber@cccco.edu**