

# CALIFORNIA COMMUNITY COLLEGES GUIDELINES FOR COMMUNITY SERVICES OFFERING

November 13-14, 2012

## INFORMATION AND REPORTS

Presentation: Barry Russell, Vice Chancellor for Academic Affairs Division

## Item 4.5

### Issue

Under the current economic and legislative climate, more community colleges are considering transitioning some courses to a fee-based, Community Services Offering. Currently, there are no guidelines available for this process. The Community Services Offering Guidelines is an opportunity for the Chancellor's Office to assist colleges in this effort and facilitate a common process.

### Background

The state's fiscal condition has a direct impact on funding for community colleges. Any reductions in state funding require colleges to make difficult choices in how to prioritize course offerings, support services, make faculty hiring decisions, and consider new program development options. As colleges set priorities for program offerings in credit or noncredit classes, the option of transitioning some courses to a fee-based, Community Services Offering is one possibility colleges may consider.

Community Services Offering class fees cover the direct costs of instruction such as instructor, supplies, field trips, and other class requirements. Class fees also cover relevant indirect administrative costs such as staff support, facility, rent, advertising, custodial, and heating, as determined by the local college.

Community Services Offering classes provide no credit units and are offered outside the regular college credit and noncredit programs. Students who take Community Services Offering classes are not permitted to convert their classes for credit. Also, a Community Services Offering is not required to be included in the college's catalog and does not generate full-time equivalent student apportionment.

### Analysis

The attached document was created with support from the Association of Community and Continuing Education (ACCE) and was vetted through the System Advisory Committee on Curriculum. This collaboration included a statewide survey of ACCE members and reflects the variety of implemented methods that might be employed. Community needs vary greatly

throughout the state; therefore, it is important to remember that no single solution will fit every community. Flexibility is a key element for ensuring that a Community Services Offering is both self-sufficient and responsive.

Attachment A is a draft of the Community Services Offering Guidelines.

### **Conclusion**

This item is for information only.