

2014-2015 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

District: Sonoma

CERTIFICATION

I, the District Chief Executive Officer, hereby certify that, to the best of my knowledge and belief (1) this report is true and correct, and (2) all data have been reported and compiled in accordance with provisions of the Education Code and Title 5 regulations adopted by the Board of Governors and instructions on this form.

I further certify that I have determined through consultation with staff directly responsible that (1) FTES reported on this form for State apportionments includes only courses which had received individual prior approval or were part of programs with prior approval by the governing board of the district and the Chancellor's Office; (2) no attendance has been reported for: (a) courses which do not fully comply with Title 5 Section 58051.5 relative to open enrollment and participation by any person who is otherwise qualified and eligible for admission to the college, except for inmate education courses maintained pursuant to Title 5 Section 58051.6, or (b) courses excluded from State apportionments by Education Code Section 8538 or, (c) indentured apprentices in courses of related and supplemental instruction maintained pursuant to Section 3074 of the Labor Code; and (3) all FTES eligible for State support have been reported whether or not funding is available.

The original signature of the district Chief Executive Officer is required.

Chief Executive Officer: Frank Chong, ED.D.

Signature: _____

Signature Date: _____

Electronic Certification Date: Wednesday, October 28, 2015

District Contact Person: Kate Jolley

Title: Director, Fiscal Services

Phone: (707) 527-4413

Email: kjolley@santarosa.edu

Please return completed form to:

**CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
FISCAL SERVICES UNIT
1102 Q STREET, 4th Floor
SACRAMENTO, CA 95811-6511**

2014-2015 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

District: Sonoma

PART I. FULL-TIME EQUIVALENT STUDENTS

	State Residents (and Nonresidents Attending Noncredit Courses)	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2014 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	535.49	535.49
2. Credit (Parts III.A.1 + VI.A.1)	188.06	188.06
Summer Intersession Courses (Summer 2015 Prior to July 1, 2015)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	1.20	1.20
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	33.31	33.31
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	10,401.82	10,401.82
(b) Daily Census Contact Hours (Part III)	747.43	811.93
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	2,055.58	2,144.38
(b) Credit (Part IV.D)	1,439.51	1,471.18
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	1,407.73	1,407.73
(b) Daily Census Procedure Courses (Part V)(Credit)	313.66	313.66
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00
Total FTES		
Total Credit FTES	14,531.52	14,627.69
Total Noncredit FTES	2,592.27	2,681.07
Total FTES	17,123.79	17,308.76

Supplemental Information	FTES
Inservice Training Courses	323.91
Basic Skills Courses and Immigrant Education (Noncredit)	767.70
Basic Skills Courses and Immigrant Education (Credit)	587.44

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District: Sonoma

PART I. FULL-TIME EQUIVALENT STUDENTS

	Nonresidents	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2014 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	4.56	4.56
Summer Intersession Courses (Summer 2015 Prior to July 1, 2015)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	0.83	0.83
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	294.12	294.12
(b) Daily Census Contact Hours (Part III)	18.96	20.60
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	0.00	0.00
(b) Credit (Part IV.D)	35.06	35.83
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	28.88	28.88
(b) Daily Census Procedure Courses (Part V)(Credit)	15.53	15.53
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00
Total FTES		
Total Credit FTES	397.94	400.35
Total Noncredit FTES	0.00	0.00
Total FTES	397.94	400.35

2014-2015 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

College: Santa Rosa Junior College

PART I. FULL-TIME EQUIVALENT STUDENTS

	State Residents (and Nonresidents Attending Noncredit Courses)	
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2. Credit (Parts III.A.1 + VI.A.1)	188.06	188.06
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1. Noncredit (Parts IV.B.1 + VII.B.3)	1.20	1.20
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2014-2015 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

College: Santa Rosa Junior College

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Total FTES	397.94	400.35

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College: Santa Rosa Junior College

ADJUSTMENT TO FULL-TIME EQUIVALENT STUDENTS (FTES)

Reference: Education Code Section 84890 Title 5 Sections 55700ff, 55720ff	Total Faculty Contact Hours of Instruction Released for Flex-Time Activities (see Instructions 2 & 3)	Total Faculty Contact Hours of Instruction (Actual Teaching Hours) of All Instructors in the Academic Year Exclusive of any Intersession (see Instructions 5)	F Factor
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A. Credit Courses

1. Weekly Census Procedure Courses 2. Daily Census Procedure Courses	241.48	2,796.54	1.0863
3. Positive Attendance Credit Courses	157.91	7,192.98	1.0220
4. Alternative Attendance Accounting Procedure a. Weekly Census Procedure Courses b. Daily Census Procedure Courses	0.00	0.00	1.0000

B. Noncredit Courses

1. Positive Attendance	228.53	5,286.95	1.0432
2. Noncredit Distance Education	0.00	0.00	1.0000

2014-2015 APPORTIONMENT ATTENDANCE REPORT

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PART IX. AB 540 HEADCOUNT AND SPECIAL ADMIT FTES

AB 540 Headcount Report

In the space provided below, for the District as a whole, please provide the total number of students who received the Nonresident tuition fee exemption under AB 540 for the Fiscal Year. This total should include any student that was considered to be an AB 540 student during any part of a term/session and should be an unduplicated student headcount (e.g. please count each student only once, regardless of how many terms/sessions they attended). This data collection will be considered to be a limited survey instrument and not tied or associated with FTES counts. Supporting documentation does not need to be submitted with this report.

Headcount	1,027
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Special Admit (Full-Time and Part-Time) P.E. Credit FTES Report

In the spaces provided below, please provide the requested districtwide Fiscal Year FTES information of special "admit" part-time and full-time students eligible to attend the Colleges of the District pursuant to Education Code Section 48800 or 48800.5. Please refer to Legal Advisory 05-01 and the Contracted District Audit Manual for the Fiscal Year, State Compliance Item No. 427.

Total FTES of Special Part-Time and Full-Time Students (Column 1)	Total FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 2)	Total Reported* FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 3)	Percent of Reported* FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 3/Column 1)
310.94	17.41	9.06	2.91 %

* Reported FTES amounts should represent amounts that are subsets of FTES data certified and reported in the Annual CCFS-320 - Resident FTES, Part I, A through D. FTES shall be computed and rounded to two decimal places. Supporting documentation does not need to be submitted with this report, but should be retained by the District as records back to audit pursuant to Title 5 Section 59025.

2014-2015 APPORTIONMENT ATTENDANCE REPORT

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CAREER DEVELOPMENT AND COLLEGE PREPARATION Noncredit FTES

Control Number	Course ID	Course Title	Total FTES	Number of Sections
CCC000446329	CSKLS731	Academic Skills I	43.47	22
CCC000446330	CSKLS732	Academic Skills II	27.71	22
CCC000446331	CSKLS733	Academic Skills III	9.10	13
CCC000517265	ESL 713CP	Beginning-Low Non-Credit ESL Conversation/Pronunciation	11.08	12
CCC000517266	ESL 714CP	Beginning-High Non-Credit ESL Conversation/Pronunciation	22.16	19
CCC000517267	ESL 716CP	Intermediate Non-Credit ESL Conversation/Pronunciation	20.89	14
CCC000517271	ESL 722	Introduction to ESL Computer Basics	20.20	16
CCC000291182	ESL701	Development of Literacy Skills in Native Language	5.81	2
CCC000052475	ESL706	English Skills Workshop	0.00	0
CCC000251854	ESL712	Beginning Non-Credit ESL Literacy	12.07	11
CCC000069822	ESL713	Beginning/Low Non-Credit English as a Second Language	115.07	45
CCC000526140	ESL713RW	Beginning-Low Non-Credit ESL Reading/Writing	0.00	0
CCC000296179	ESL714	Beginning High Non-Credit English as a Second Language	132.84	42
CCC000526139	ESL714RW	Beginning-High Non-Credit ESL Reading/Writing	13.23	12
CCC000245302	ESL715	Intermediate/Low Non-Credit English as a Second Language	70.49	37
CCC000064513	ESL716	Intermediate High Non-Credit English as a Second Language	47.65	24
CCC000526138	ESL716RW	Intermediate Non-Credit ESL Reading/Writing	23.78	19
CCC000446332	ESL720	Multi-level Non-Credit English as a Second Language	0.00	0
CCC000307320	ESL724	Vocational English for Speakers of Other Languages Workshop	0.00	0
CCC000506926	ESL732	Beginning ESL Computer Basics	2.79	5
CCC000455305	ESL735	Vocational English as a Second Language for Culinary Arts	0.66	1
Total			579.00	316

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CENTERS FTES

Center	Credit FTES	Noncredit FTES	Total FTES
Petaluma Center	1,966.55	66.19	2,032.74
Public Safety Training Center	835.93	52.76	888.69
Shone Farm Agricultural Center	340.47	0.00	340.47
Total	3,142.95	118.95	3,261.90

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ANNUAL REPORT APPLICATION FOR ADJUSTMENT

PART I. ADJUSTMENTS

Type of Adjustment	Resident Credit FTES - Overstated	
Amount of Adjustment	97.36	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	Found error in alternative attendance type	

Type of Adjustment	Nonresident Credit FTES - Overstated	
Amount of Adjustment	114.94	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	Found error in alternative attendance type	

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ANNUAL REPORT APPLICATION FOR ADJUSTMENT

PART II. CERTIFICATION

I, the district Chief Executive Officer, hereby certify that, to the best of my knowledge and belief

- 1. The facts, figures, and explanations contained in this application and the attached amended CCFS-320 and/or CCFS-321 report are true and correct; and
2. All corrections have been made in conformance with the instructions below.

Chief Executive Officer: Frank Chong, ED.D.

Signature: _____

Signature Date: _____

Electronic Certification Date: Wednesday, October 28, 2015

District Contact Person:
Name: Kate Jolley
Title: Director, Fiscal Services
Phone: 7075274413
EMail: kjolley@santarosa.edu

INSTRUCTIONS

1. Certification of this Report

An Annual Report Application for Adjustment (CCFS-317) under California Code of Regulations, Title 5, Section 58134 must be certified by the community college district chief executive officer.

2. Number and Distribution of Copies

Prepare and original and one copy of the CCFS-317 and attach to amended CCFS-320 and/or CCFS-321 report for distribution as follows:

Original Fiscal Services Unit
California Community Colleges Chancellor's Office

Duplicate District Records

3. Filing Due Dates

October 1 (Lottery and Recal) and November 1 (Recal). Please note that the revised CCFS-320 FTES amounts submitted by October 1 will be included in the FTES workload report submitted to the State Controller's Office in mid October of this year for Lottery revenue allocation purposes.

4. Number of Applications

While separate errors or needed changes shall be individually detailed on the CCFS-317, only one amended CCFS-320 or CCFS-321 report shall be submitted with each CCFS-317.

Please return completed form to:
CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
FISCAL SERVICES UNIT
1102 Q STREET, 4th Floor
SACRAMENTO, CA 95811-6511