

Additional Information
February 11, 2020 Board Meeting

The following additional information was provided regarding the February 11 Board meeting agenda:

Cypress College Annual Report:

1. Page 10: It seems like the GSP is more appropriate for students who come straight from high school. Are there conversations on how to place returning students? **The Guided Self Placement tool is one that all students (returning and newly matriculated) can use. Based on the research done for AB705, high school GPA can be reported for up to 10 years after high school. We will accept the GPA stated by the students. Returning students can also complete the assessment process by completing the GSP for math/English placement or by meeting with a counselor to review all transcripts and test scores.**
2. Page 21: I noticed that Hotel, Restaurant, and Culinary Arts degrees are one of the more popular degrees. Has the College set developed a partnership with Visit Anaheim? **Cypress College has comprehensive partnerships with Visit Anaheim, Marriot, Hyatt, Embassy Suites, Westin/Starwood, Wolf Lodge, and almost every hotel in the Anaheim, Garden Grove, Buena Park, and North Orange County area. In our Economic Impact study it was noted that in 2018-19, we had almost 500 students and alumni working in the Hospitality industry in Orange County.**

Cypress College Institutional Effectiveness Report:

1. Page 26: "The community college system has recommended a WSCH per FTEF ratio of 525:1 and an average class size of 35 for optimum college efficiency and cost effectiveness." Who specifically is the "community college system" in this sentence? **The "community college system" refers to the California Community College Chancellor's Office.**
2. Page 26: "The community college system has recommended a WSCH per FTEF ratio of 525:1 and an average class size of 35 for optimum college efficiency and cost effectiveness." What does the word "efficiency" mean in this sentence? **It means this is the optimum class size for a typical 3-unit course, to align the cost of instruction with apportionment received by the College to pay for that instruction. 525:1 is used because this is the number of student contact hours (525) that equates to 1 FTES (full time equivalent student).**
3. Page 26: "The community college system has recommended a WSCH per FTEF ratio of 525:1 and an average class size of 35 for optimum college efficiency and cost effectiveness." What date were these numbers decided? **Since the State began collecting apportionment, the 525:1 ratio has been the mathematical formula used to calculate FTES. There are no laws or regulations around this concept, but simply a way to measure and compare productivity. Best practices use these numbers to manage enrollment.**

Item 3.a, Purchase Order Listing:

1. P0137453: **What does HT stand for? HT stands for Hornets Tutoring, and this PO is for the Hornets Tutoring End of Year Celebration held December 13, 2019.**

Item 3.b, Quarterly Financial Status Report:

1. Page 3.b.2: On lines I.A.1 and I.B.2, what are the reasons for the projected decrease in unrestricted revenues and increase in "other outgo" expenses? **The decrease in projected revenue is mostly attributed to these items:**

Additional Information
February 11, 2020 Board Meeting

- **\$15.3 million from on-behalf payments that the State makes on our behalf for PERS/STRS. We receive our information from the State on this payment, we record the revenues and the expenses even though we do not receive these dollars or make these payments, and it is required by our auditors. Last year the amount doubled from the previous year based on language contained in the 19-20 Budget. We have not budgeted the revenues or the expenses in previous years, as well as this year. We book the amounts when we receive the information from the State.**
- **Interest earnings were higher than normal because of cash balances and interest rates. We conservatively budget \$1 million for interest earnings. The amount received was \$2.3 million last year. We continue with \$1 million in estimated interest earnings.**
- **Non-resident tuition is budgeted for at the Colleges. The non-resident tuition budget for both last year and this year was \$3.2 million. Last year, the District received an additional \$1.4 million over what was originally budgeted, for a total amount of \$4.6 million.**

The increase in the other outgo is related to the one-time funding allocation that was approved last year to be made this year. The amount was \$5.9 million for Capital Expenses.

Item 3.e, Clery Center for Security on Campus Membership:

1. **How many fines have we had? Our Campus Safety departments attend multiple trainings with the Clery Center, and while our departments have not incurred any fines in the past seven years, some prominent colleges have had major fines.**

Item 3.i, Architects for Sherbeck Field Improvements Project:

1. **Three design proposals were solicited from different firms. What were the results, and why was this firm selected? Three firms from a prequalified list of district vendors were invited to submit a proposal. One firm chose not to submit a proposal. Of the remaining firms, we are recommending the firm that will cover the full scope of the project at a significantly reduced cost.**

Item 3.k, Cypress College VRC Project Contract Change Order:

1. **With the proposed change order, how will the facilities and surrounding area look like? The current renderings depicting the bridge and tribute garden remain unchanged, but the plaza area will now serve as a focal point for our donors. We plan to add brick/pavers, which will be used to raise funds, across the walkways, bridge and plaza surfaces to commemorate family members and loved ones. Low donor walls which can be used for seating will be used for Veterans donors and the Legacy Society names. Finally, we are adding a Founders Donor Wall within the VRC itself. Much of this was in the overall plan but had not been identified or designed.**

Item 3.l, Orange County Operational Area Agreement:

1. **Has the District decided who will be the person designated to be the Community College representatives? Not yet. Final review and agreement with the Operational Area (OA) Executive Council is scheduled for February 19, 2020, and then it will go to Board of Supervisors for ratification. It will take several months for all jurisdictions to sign the new agreement, and the expansion of the OA Executive Board will occur in the 1st quarter of 2021. During the next 10 months the Chancellors can, as a collective group, decide who they would like between the Districts to fill the seat on the Executive Board.**

Additional Information
February 11, 2020 Board Meeting

Item 4.b, CCAP Agreement between Fullerton College and AUHSD:

1. Do we know why this high school was selected for additional courses? **Loara High School and AUHSD specifically requested these additional courses after meeting with the Fullerton College Music Department and Fine Arts Division Dean, John Tebay.**

Item 5.f, 2020-2021 Calendar:

1. What is the rationale for tying the dates of spring recess to Easter? **Historically, the District has scheduled spring recess the week preceding Easter to minimize the impact of the non-faculty Spring Holiday on instructional programs and services. More recently, the Cesar Chavez Holiday was also added.**