#### Membership

#### Academic Senate

Holly Bailey-Hofmann Lourdes Brent Angela Echeverri Jeff Hernandez Robert L Stewart Jr. Eddie Tchertchian

**Faculty Guild** 

Joseph Guerrieri Sandra Lee John McDowell Olga Shewfelt Joanne Waddell\* vacant

**Unions/Association** 

Arif Ahmed Kathleen Becket Paul De La Cerda Shirley Chen Page Vacant-Build & Trade Vacant-Mgmt Assn

#### **College Presidents**

Seher Awan Mary Gallagher Barry Gribbons Andrew Jones \*\* Otto W. Lee James M. Limbaugh Alexis Montevirgen Monte Perez\* Raul Rodriguez\*\*

#### STUDENT TRUSTEE REPRESENTATIVE

vacant

\* Co-chairs \*\*Interim

- District Budget Committee November 13, 2019 1:30 pm – 3:30 pm Educational Services Center, Board Room
- 1. Call to Order (Monte Perez)
- 2. Approval of Agenda
- 3. Approval of Minutes for September 11, 2019
- 4. Chancellor's Remarks/Updates
- 5. ECDBC Reports and Recommendations
- 6. Enrollment Update (Cornner)
- 7. FON Update (Román)
- 8. 2019-20 First Quarter Financial 311Q Report (Gordon)
- 9. Self-Evaluation for FY 2018-19
- 10. DBC Recommendations to the Chancellor
- 11. Items to Be Addressed by ECDBC
- 12. Other Business

Future DBC Meetings: Dec 11, Jan 29, Feb 12, Mar 11, Apr 15, May 13, Jun 10

Future ECDBC Meetings: Nov 26, Dec 17, Jan 28, Feb 25, Mar 24, Apr 28, May 26, June 23

Supporting Documents can be found at: <u>http://laccd.edu/Departments/DistrictLevelGovernance/DBC/Pages/default.aspx</u>

#### Los Angeles Community College District

#### District Budget Committee Meeting Minutes September 11, 2019 1:30-3:30 pm, Educational Services Center, Board Room

#### Roll Call X Indicates Present

Academic Senate		L.A. Faculty Guild	
Holly Bailey-Hoffman	Х	Joseph Guerrieri	Х
Lourdes Brent	Х	Sandra Lee	Х
Angela Echeverri		John McDowell	Х
Jeff Hernandez	Х	Vacant	
Robert L. Stewart Jr.	Х	Olga Shewfelt	Х
Eddie Tchertchian (Glen		Joanne Waddell*	
Baghdasarian)	Х		Х

Unions/Association	College Presidents	
Arif Ahmed	Seher Awan (Dan Hall)	Х
Kathleen Becket; SEIU Local 99	Mary Gallagher	Х
Velma Butler	Barry Gribbons	Х
Vacant; Class Mgmt. Rep	Andrew Jones**	
Paulina Palomino; Local 911 Teamster	Otto W. Lee	Х
Vacant-Build & Cost Trade	James M. Limbaugh	Х
	Alexis Montevirgen	Х

Student Trustee Rep vacant

\* DBC CO-chairs

\*\* Interim

#### Also Present

#### **Resource Persons**

Jeanette L. Gordon Deborah A. La Teer Robert B. Miller Melinda A. Nish Maury Pearl Francisco C. Rodriguez Albert J. Roman

#### Guests

Myeshia Armstrong Laurence Frank Mercedes Gutierrez Anil K Jain Kevin Jeter Mike Lee Robert Medina Rasel Menendez Rolf Schleicher Sarah Song Shawn Tramel

Monte Perez\* Raul Rodriguez\*\*

Х

- 1. Call to Order by at 1:40pm.by Joanne Waddell
- 2. Approval of Agenda The Agenda was approved the change of moving item 6 before item 5.
- **3.** Approval of Minutes The minutes of the August 14, 2019 meeting were approved with the following language added to item 5. P2 item "concern was raised regarding the \$18m unrestricted funds".

#### 4. Chancellor's Remarks/Updates

- Special thank you to our Board members and all staff at LAHC for making sure the Board of Trustees meeting in September was a success.
- Today is the 50-year anniversary for the Extended Opportunity Program and Services (EOPS).
- Welcomes the 82 New Faculty staff that were recently hired.
- Welcome to Dr. Gibbon's, new Valley College President to his first DBC meeting.

## 5. 2019-20 Budget Supplemental Information

- A handout title 2019-2020 Budget Supplemental Information dated September 4, 2019 was distributed and discussed.
- A committee member is requesting a breakdown of the Campus Safety & Emergency Preparedness by campus.

#### 6. ECDBC Reports and Recommendations

• No report, as the ECDBC meeting scheduled for September 24, 2019 was cancelled.

#### 7. Enrollment Update (Cornner)

• LACCD Fall 2019 is down 5% in headcount, 3% down in enrollment, and 2% in section count.

## 8. FON Update (Roman)

- A report titled "*FON 2019 prob faculty hiring by locations as of 9/11/19*" was distributed and discussed. A total of 82 new Faculty were hired and the District is approximately 57 FTE above the 2019 FON.
- LACCD will participate in job fairs Jan 25, 2020 and Feb 22,2020.
- A Demographics report was requested on the new faculty.

## 9. Self-Evaluation for FY 2018-19

• The DBC Committee was asked to review the handout; this item will be included at the October meeting.

## 10. 2018-19 \$18m distribution ( Gordon)

- A handout detailing the proposed distribution of the 2018-19 \$18m of unbudgeted SCFF revenue was distributed and discussed. Of these dollars, \$734,021 was distribute to West for growth in 2018-19. In 2019-20 distributions were made for African American Outreach, AB705, and website redesign was also distributed. The balance of these dollars will be distributed as these revenues are finalized by the State at recalculation in Feb 2020.
- The committee recommends to the Chancellor that \$6.5m be distributed to the colleges in 2019-20.

## 11. City College Debt Repayment Proposal (Gordon)

- Los Angeles City College is requesting the suspension of Debt Repayment, a memo addressed to Ms. Gordon and Ms. Waddell was distributed.
- The committee recommends to the Chancellor to approve a debt repayment deferral to those colleges that request it. Vote was 7 yes, 3 no, 6 abstentions

## 12. District Allocation Model Implementation (Gordon)

- On September 4, 2019 the Board accepted and approved changes to College Debt Repayment Policy, reducing the annual repayment to 1% from 3% of total budget allocation.
- Colleges in debt repayment will have money returned to reflect this change.

#### 13. 2020-21 Proposed Budget Development Calendar

• The 2020-21 proposed budget development calendar was distributed.

#### 14. DBC Recommendations to the Chancellor

- The Distribution to College and ESC of \$6,533,973, the DBC members are requesting the money to be distributed to the campus now.
- Approve Debt Repayment deferral to those colleges that request it.

## 15. Items to Be Addressed by ECDBC

• There are no items to be addressed by ECDBC

#### 16. Other Business

• None

The meeting was adjourned at 3:45pm.

Future DBC Meetings:	Oct. 9, Nov 13, Dec.11, Jan. 29, Feb. 12, Mar 11, Apr 15, May 13, Jun 10.
Future ECDBC Meeting:	Oct 22, Nov 26, Dec 17, Jan 28, Feb 25, Mar 24, Apr 28, May 26, Jun 23.



# LOS ANGELES COMMUNITY COLLEGE DISTRICT

# 2019-20 First Quarter 311Q Report

# District Budget Committee November 13, 2019

# Projected Ending Balance

Projected Revenue	\$696.6 million
Projected Expenditures	\$715.3 million
Projected Revenue vs Expenditures	\$ -18.7 million
Balances Carried Forward for 2016-17	\$148.0 million
Adjustment to Beg Bal	<u>\$ 2.8 million</u>
Projected Ending Balance	\$132.1 million
Percent of Projected Expenditures	18.5%

# **Projected Reserves**

3

General Reserve (6.5%)	45,240,599
Contingency Reserve (3.5%)	24,360,322
Deferred Maintenance	0
Balances/Open Orders	36,711,622
STRS/PERS Reserve	25,830,000
Total Projected Reserves as of June 30, 2019	32, 42,543





Committee Name: DISTRICT BUDGET COMMITTEE								
For Academic Year: 2018-2019Date of Self Evaluation: November 13, 2019							Self Evaluation: November 13, 2019	
Month	Meeting Date(s)	# of Members Attending	Agen poste adva Yes	ed in	Min post Yes		Please List the Major Issues/Tasks Addressed at Each Meeting	
Jul 2018	07/18/2018	20 members 10 guests	X		X		<ol> <li>Review Student Centered Funding Formula</li> <li>Discuss Enrollment &amp; FON</li> </ol>	
Aug 2018	08/16/2018	18 members 16 guests	X		X		<ol> <li>Review Student Centered Funding Formula</li> <li>Review 2017-18 Projected Ending Balances</li> <li>2018-19 Final Budget Development</li> <li>Discuss Enrollment &amp; FON</li> </ol>	
Sep 2018	09/19/2018	22 members 14 guests	X		X		<ol> <li>Review Student Centered Funding Formula</li> <li>2019-20 Proposed Budget Development Calendar</li> <li>Review DBC Self Evaluation</li> <li>Discuss Enrollment &amp; FON</li> </ol>	
Oct 2018	10/17/2018	17 members 17 guests	X		X		<ol> <li>Review District Allocation model development timeline</li> <li>Review SCFF Metrics by College</li> <li>Approve DBC Self Evaluation</li> </ol>	
Nov 2018	Cancelled						Cancelled	
Dec 2018	12/05/2018	17 members 15 guests	Х		Х		<ol> <li>Discuss Enrollment &amp; FON</li> <li>2018-19 First Quarter Financial Status Report</li> </ol>	
Jan 2019	1/30/2019	23 members 17 guests	Х		Х		<ol> <li>Discuss Enrollment &amp; FON</li> <li>2018-2019 Governor's Budget</li> </ol>	
Feb 2019	Cancelled						Cancelled	
Mar 2019	03/13/2019	23 members 15 guests	X		X		<ol> <li>Review 2018-19 Revenue Update from P1</li> <li>2018-19 2<sup>nd</sup> Quarter Financial Status by College</li> <li>2019-20 Proposed Preliminary Allocation</li> <li>Discuss Enrollment &amp; FON</li> </ol>	
Apr 2019	04/10/2019	20 members 12 guests	X		X		<ol> <li>Review and Discuss ECDBC Recommendations on District Allocation Model</li> <li>Faculty Co-Chair nominees</li> <li>Discuss Enrollment &amp; FON</li> </ol>	
May 2019	05/15/2019	21 members 20 guests	X		X		<ol> <li>Review, Discuss and Recommend New District Allocation Model</li> <li>Discuss Enrollment &amp; FON</li> <li>Review 2019-20 May Revise</li> <li>Year End Balance Projection 3<sup>rd</sup> Qtr.311 Report</li> <li>Approve 2019-20 Proposed Tentative Budget</li> </ol>	
Jun 2019	06/12/2019	17 members 17 guests	X		X		<ol> <li>Discuss feedback on new District Allocation Model</li> <li>Adopt 2019-20 DBC/ECDBC Meeting Dates</li> <li>Review 2018-19 Year End Balance Projection by Location.</li> </ol>	
Average /	Attendance	35.1		1				

Major Committee Accomplishments & Achievements in Past Year	<ol> <li>Continued early review of FON hiring, which helps the District meet its target.</li> <li>Approved timeline for development of new LACCD funding allocation model.</li> <li>Approved LACCD funding allocation model.</li> </ol>
Major Obstacles/Problems with Committee Function	
Recommendations for Improving Committee Process/Efficiency	
Committee Goals (If Appropriate) for Coming Year	
Chair/Co-Chair Signature: Chair/Co-Chair Name:	Dr. Monte Perez
Chair/Co-Chair Signature:	





Committee Name: DISTRICT BUDGET COMMITTEE							
For Academic Year: 2017-2018			Date	Date of Self Evaluation: September 19, 2018			
Month	Meeting Date(s)	# of Members Attending	Ager poste adva Yes	ed in	Min Post Yes		Please List the Major Issues/Tasks Addressed at Each Meeting
Jul. 2017	Cancelled	Cancelled				6 	Cancelled
Aug. 2017	08/16/2017	21 members 18 guests	X		X		<ol> <li>Review 2016-17 College Balances</li> <li>2017-18 Final Budget Development</li> <li>Discuss Enrollment &amp; FON</li> </ol>
Sept. 2017	09/13/2017	20 members 14 guests	X		X		<ol> <li>Review Financial Accountability Measures</li> <li>2018-19 Proposed Budget Development Calendar</li> <li>Review DBC Self – Evaluation</li> <li>Discuss Enrollment</li> </ol>
Oct. 2017	10/11/2017	20 members 11 guests	X		X		<ol> <li>District Planning Committee Report out</li> <li>Review District Financial Accountability Measures</li> <li>Discuss Enrollment &amp; FON</li> </ol>
Nov. 2017	11/08/2017	19 members 14 guests	X		X		<ol> <li>Prop 98 tests and impact on LACCD</li> <li>Discuss District Strategic Plan</li> <li>Discuss Enrollment &amp; FON</li> </ol>
Dec. 2017	Cancelled	Cancelled					Cancelled
Jan. 2018	1/31/2018	21 members 19 members	X		X	6	<ol> <li>2018-2019 Governor's Budget</li> <li>2017-2018 First Quarter Financial Status Report</li> <li>DBC Recommendations to the Chancellor Creation of the "Emergency Enrollment Crisis Response Strike Team"</li> </ol>
Feb. 2018	02/14/2018	22 members 11 guests	X		X		<ol> <li>2018-19 Proposed Preliminary Allocation</li> <li>2nd Quarter Financial Status 311Q</li> <li>District Planning Committee (DPC) Report out</li> <li>DBC Recommendation to the Chancellor         <ul> <li>a. Request Qtrly report of vacancies</li> <li>b. Chancellors Cabinet to review centralized</li> <li>c. Qtrly review of ESC/IT</li> </ul> </li> </ol>
Mar. 2018	Cancelled	Cancelled	X		X		Cancelled
Apr. 2018	04/11/2018	22 members 15 guests	X		Х	1	<ol> <li>Update on New State Funding Formula</li> <li>Administrative Co-Chair nominees</li> <li>Discuss Enrollment &amp; FON</li> </ol>
May 2018	05/16/2018	22 members 15 guests	X		X		<ol> <li>DBC Co-Chair Nomination (Administration)</li> <li>New Funding Model/May Revise</li> <li>Year End Balance Projection 3<sup>rd</sup> Qtr 311 Report</li> <li>Approve 2018-19 Tentative Budget</li> <li>Approve \$17 million to STRS/PERS Reserve</li> </ol>
Jun. 2018	06/13/2018	19 members 15 guests	X		X		<ol> <li>Review New Funding Model</li> <li>Adopt 2018-19 DBC/ECDBC Meeting Dates</li> <li>2017-18 Year End Balance Projection by Location.</li> </ol>
Average A	Attendance	34.6		,			L
I I OI UBO I		2.110			10 of 1	1	

Major Committee Accomplishments & Achievements in Past Year	<ol> <li>Continued early review of FON hiring, which helps the District meet its target.</li> <li>Strengthened the STRS/PERS Reserve to cover the annual increases through 2025.</li> <li>Reviewed District Strategic Plan reports from the District Planning Committee (DPC).</li> <li>Reviewed the District Financial Accountability Measures.</li> </ol>
Major Obstacles/Problems with Committee Function	1. Uncertainty of the State Budget Formula.
Recommendations for Improving Committee Process/Efficiency	1. Add standing item "report back from Chancellor on recommendations".
Committee Goals (If Appropriate) for Coming Year	<ol> <li>Approve timeline for development of new LACCD funding allocation model.</li> <li>Approve Preliminary LACCD funding allocation model.</li> </ol>
Chair/Co-Chair Signature: Chair/Co-Chair Name:	Erika A. Endrijonas
Chair/Co-Chair Signature:	Jeff Hernandez

3

<sup>7</sup>Credit standard

<sup>4</sup>Max Credit FTES Cap includes Apprenticeship classes, except OPMA classes

<sup>1</sup>% of prev yr = Fall 2019 percentage of Fall 2018.
<sup>2</sup>2018 numbers reflect the information as of the end of the term

% of prev yr

98.17%

96.91%

6.07%

2.65%

83.24%

90.53%

89.31% 5,227 4,668

89.74%

91.92%

101.71% 16,507 16,790 103.61%

95.38%

98.12%

101.61%

95.33%

98.03%

38,118 37,403

1,076

1,421 1,354

2,497

32,890 30,233

80.7% 79.1%

37,514.89 36,355.80

1,488.92

1,134.42

90.43 13.55%

30.02

1,577.22 ,894.70

38,053.47 42,032.93

69,527 77,474

20,612 21,611

47,940.66 48,832.66

District

**2019** 2018

% of prev yr

100.37%

97.31%

76.7%

4,439.79

3,244.80

88.11

86.08

159.01

3,578.00

341

2,154 1,989 90.51%

1,163 1,205

2,182 2,164

3,344

99.20%

100.73%

104.04%

98.79%

100.62%

2,448

1,093

0.02%

76.68%

91.99%

106.74%

94.19% 7,447 7,014 89.77%

92.34%

Trade-Tech

2018

79.9% 77.8%

5,976.07

1,500.08

206.11

138.71

271.85

5,116.76 4,663.29

693 609

3,432

2,510

3,782

2,427

87.32%

101.39%

101.58%

101.50%

101.52%

102.18%

101.90%

153

292

1,052 1,069 95.93% 2,783

1,834

1,704

792 782

86.78 102.96% 97.66

5,950.13

4,540.91

32.33

14.06% 3.27

% of prev yr

99.57%

100.91%

15.69%

2019

% of prev yr

102,14%

92.44%

2.54%

Valley

**2019** 2018

West

2019 2018

% of prev yr

97.24%

94.68%

0.18% 46.66 0.08 2.35%

78.3%

6,459.00 6,280.89

4,913.33

287.33

9.54

168.11 31.92%

4,829.67

91.14%

87.88%

87.88% 8,110 7,127 93.34% 3,876

90.75%

103.43%

97.58% 2,719 2,653

100.34%

103.61%

96.55%

99.78%

5,146 5,163

134 139

159

293

5,394.29

721

9,586

4,416

2,143

2,598

4,741

142 135

176

188

323 317

4,828

10,678

4,879

2,044

104.81%

93.34% 2,783

104.60%

93.73%

98.29%

3,369 98.20%

80

142

222

143

220

76.7%

4,651.95

73.6%

4,456.32

3,157.40

11.94 3.32%

0.01

121.93 114.38% 146.97

3,291.28

364

89.53%

94.13%

Southwest

2018

74.6%

2,355.36

.,658.31

141.41

116.55

2,013.93 1,653.45

167 153

3,618

1,488 92.79%

82.10%

109.15%

2019

67.9%

2,405.69

1,532.93

3.59 78.28%

16.38

100.55

% of prev yr

98.91%

99.75%

Pierce

2018

85.3% 86.3%

6,971.67 6,895.56

5,787.92

155.13

162.05

6,108.58

627 678

10,348

4,773

2,681

9,598

4,429

2,739

2,670 91.48%

5,409 97.47%

184 179

109.52%

92.33%

97.73%

114 105

166 162

181

188

368 365

5,464

3.11%

109.73%

97.55%

92.48%

92.75%

102.19%

99.00%

102.58%

6.03%

99.23%

1,861

52 53

71 69

121 124 5,773.66

0.71% 2.73 3.48

4.82 3.31%

177.82 104.57% 170.03

5,959.03

90.65%

84.27%

87.67%

88.36%

110.60%

2019

% of prev yr

94.04%

96.32%

Missior

2018

85.7% 88.2%

3,289.39

2,648.35 2,550.93

83.46

113.07

3,014.90

464

5,822

2,285

780

1,710

2,490 2,427

57

2019

3,093.33

% of prev yr

Harboi

2018

82.4% 83.5%

3,363.12

2,638.83 2,533.49

2019

3,151.26

% of prev yr

99.18%

98.23%

5.46%

83.85% 486.43

90.73%

81.11%

92.85%

101.82%

100.41%

101.79%

99.14%

100.31%

7,876

235

293

527 529

1,899

995

1,400 99.29% 4,383 4,352

2,395

70

101

171 159

8

2,005

1,051

1,525

247

96.67

2.81

39.50 0.49 0.29%

131.77

2,817.37 2,633.47

274

73.36%

93.47%

90.15%

95.27% 4,719 4,496 88.68% 16,880

94.71%

94.72%

91.78%

92.98% 2,575

94.42%

92.02%

93.00%

0

0.00

ITV

2019

% of prev yr

93.70%

96.01%

0.00

0.00

2018

24.3%

598.11

143.17

0.00

0.00 0.00 1.25%

145.42

41 0

0.00%

0.00%

0.00%

0.59

0.00%

177.81

2,733.07

391

5,104

2,019

862

1,564

0.00% 2.25 0.00

0.00%

0.00%

0.00% 833

0.00%

0.00%

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0.00%

0.00%

0.00%

144 0

10 0

144

East

2018

88.3%

9,516.84

7,918.27 7,778.24

245.92

388.01

13.44

1.14

407.85

8,200.66

936

14,970

6,904

3,556 102.21%

7,908

239

290

7,436

3,493

9,038.64

1,154

2019

86.7%

9,438.93

% of prev yr

106.91%

94.45%

3.16%

0.15%

89.89%

85.11%

1.40% 606 663

91.47% 8,761 8,014

94.45% 3,872

86.61% 2,475

93.47%

101.84%

6.63%

93.36%

166 144

297 278

3,657

1,987

2,143

4,131

134

1,944

4,419

City

2019 2018<sup>2</sup>

65.0%

73.8%

5,863.30 6,268.56

4,061.83 3,836.29

425.82

50.73

266.66 239.71

4,805.04 4,089.55

13.47

0.08

% of Max. FTES<sup>3</sup> ((a+b)/c)

Max. CREDIT FTES cap<sup>4</sup> (c)

Credit FTES (a)

Non-Cr Enhanced FTES<sup>6</sup>

Non-Cr Reg FTES<sup>6</sup>

Credit Special Admit K12 & Incarcerated FTES 6

**Total FTES** 

AB540

Promise Grant

Pell Grant

Regular Credit Stndrd Hrs

Hourly Credit Stndrd Hrs

Total Credit Stndrd Hrs

Regular Credit FTEF

Hourly Credit FTEF

Total Credit FTEF

EQUITY

<sup>7</sup>Credit Standard Hours and FTEF

FTES<sup>5</sup>

Fall 2019 Student-Centered Funding Formula Metrics Report Thursday, November 7, 2019

<sup>5</sup>FTES informatio

<sup>6</sup>PA attendanc

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3% of Max. FTES = Credit FTES divided by Max. Credit FTES cap. Max. Credit FTES cap is calculated based on the enrolment capacity for scheduled credit classes only and standard hours for the courses

dit FTES. Includes	- LACCD Fall 20 Compliance Estimate - About 1538.8 FTES (without margin amount) based on about 90,800 Credit FTES. Includes about 172 FTE increase for 19-20 provided by Institutional Effectiveness.
19-20	- Fall 19 Advance Amount from State in Fall 18 - 1717.0 FTE based on about 101 500 Credit FTES for 19-20
2.6	6 Estimated HIRES Required (Line 4 Minus Line 5)
1538.8	5 Estimated LACCD Fall 20 FTEF Compliance Amount
1536.2	4 Estimated Fall 19 FTEF Adjusted for Separations (Line 1 minus Line 2 & 3)
35.0	3 Estimated "Early" 2019 Separations
27.0	2 Estimated "Late" Separations applied to Fall 19 FON
1598.2	1 Estimated Fall 19 FON Full-Time Faculty FTE
ed	Estimated LACCD Fall 2019 FON and Estimated Fall 20 Regular Faculty FTEF Hires Required (November 13, 2019)