



**NOTICE OF PROPOSED RULEMAKING
CALIFORNIA CODE OF REGULATIONS, TITLE 5, REGARDING
STANDARDIZED ATTENDANCE ACCOUNTING**

45-Day Notice published January 11, 2024

NOTICE IS HEREBY GIVEN, pursuant to Chapter 2 of the California Community Colleges Board of Governors (Board) Procedures and Standing Orders, that the Board proposes to adopt the regulatory action described below after a public hearing, and consideration of all comments, objections, or recommendations received regarding the proposed regulatory action during the public comment period, which closes on February 25, 2024.

BOARD OF GOVERNORS PUBLIC HEARING

A public hearing will be held during the next regularly scheduled Board of Governors meeting on January 22, 2024.

In-Person Participation

California Community Colleges, Chancellor's Office Building
Sixth Floor, Board of Governors Chambers
1102 Q Street
Sacramento, CA 95811

Parking options can be found on our website.

All Board of Governors (Board) meetings are held in locations that are open to the public and wheelchair accessible. Other disability-related accommodations, such as alternate media materials, sign language interpreters, or real-time transcription, may be provided to persons with disabilities upon request. Persons requesting such accommodations should notify the Board Liaison at ccastro@cccco.edu, (916) 323-5889, no less than five business days prior to the meeting.

Public Comments at the Board Meeting

Members of the public seeking to comment on the proposed regulatory action at the Board meeting should refer to the Board's agenda for information on how public comment on Board items will be received. The [Board's agendas](https://www.cccco.edu/About-Us/Board-of-Governors/Meeting-schedule-minutes-and-agendas) are available here: <https://www.cccco.edu/About-Us/Board-of-Governors/Meeting-schedule-minutes-and-agendas>.

WRITTEN COMMENT PERIOD

Any interested person may submit written comments relevant to the proposed regulatory action. To help ensure comments are understood as they are intended, we suggest that they clearly identify the proposed regulatory action that each comment addresses, with reference to specific section and subparagraph numbers where appropriate. Please arrange comments in the same order as in the proposed regulatory action. Comments should be addressed to:

Regulations Coordinator
California Community Colleges
Chancellor's Office
1102 Q Street, Suite 4550
Sacramento, CA 95811-6549
regcomments@cccco.edu

Comments must be received by the Regulations Coordinator prior to 4:00 p.m. on February 25, 2024. All written comments received by Chancellor's Office staff during the public comment period are subject to disclosure under the Public Records Act.

CHANGES OR MODIFICATIONS TO PROPOSED TITLE 5 AMENDMENTS

Following the public hearing and considering all timely and relevant comments received, the Board of Governors may adopt the proposed regulatory action substantially as described in this Notice or may modify the proposed regulatory action if the modifications are sufficiently related to the original text. With the exception of technical or grammatical changes, the full text of any modified proposed regulatory action will be subject to a second 15-day notice period prior to its adoption at a subsequent Board meeting.

INFORMATIVE DIGEST

The California's Community Colleges Vision 2030 focuses on working learners, both those currently enrolled and those who have yet to reach our institutions. Designing by designing flexible and accessible program pathways to improve Californians' socio-economic mobility is part of this focus. The Chancellor's Office established a Working Learner Taskforce in August 2023, and it identified policy and funding barriers to providing students with shorter-length courses and flexible scheduling which are proven approaches that support working learners. The Taskforce recommended amendments to the Board's attendance accounting regulations to remove financial disincentives to districts offering shorter length courses.

Standardized Attendance Accounting for Credit Courses

The Board's attendance accounting regulations are designed to compute the full-time equivalent students (FTES) an institution serves. A total of five methodologies are currently available to calculate attendance based on the type of course, the way the course is scheduled, and the length of the course. Existing attendance accounting regulations favor traditional, 17-week long course lengths which are favored by financially dependent students, leaving working learners forced to adapt to a system that was not designed for them. Under current regulations, shorter-length courses with labs, hybrid courses, and online courses typically yield lower FTES counts and result in few resources for districts offering such course types. Across the system, this has led to an underutilization of adaptive and innovative scheduling practices that meet our students and communities where they are.

Amendments to title 5 sections 58000-58164, would simplify exiting attendance accounting policies by reducing the available methodologies from five down to three, allowing all credit courses to use one methodology, and removing the financial disincentive for shorter-length courses. The proposed regulatory action introduces a new methodology, the Standard Attendance Accounting for Credit, which provides a standard set of hours for a unit of lecture and a unit of lab, both in alignment with definitions in title 5, section 55002.5 and the Program and Course Administrative Handbook.

Proposed Regulatory Changes

The following changes are proposed to the attendance reporting regulations sections in Title 5 of the California Code of Regulations:

Section 58000.

- Adds an introduction and purpose of attendance accounting.

Section 58001.

- Adds definition of key terms used in the chapter and applicable to attendance reporting.

Section 58002.

- Repeals this section as it is duplicative of section 55700.

Section 58003.1.

- Repeals section effective June 30, 2025.

Section 58003.2.

- Repeals existing section 58003.2.
- Adds a new section defining the three remaining attendance accounting methodologies:
 - Positive attendance.
 - Alternative attendance.
 - Adds a new Standardized credit methodology.
 - Defines standardized credit hours as 18 hours per unit of credit for lecture and 54 hours per unit of credit for lab.
 - For Quarter system colleges, defines standardized credit hours as 12 hours per unit for lecture and 36 hours per unit for lab.
- This section replaces 58003.1 when it is repealed.

Section 58004-58006.

- Provisions within the existing section added to new section 58003.2.
- Repeals section effective June 30, 2025.

Section 58009-58009.5.

- Repeals section effective June 30, 2025.

The proposed changes to title 5, section 58000, will allow community colleges to offer flexible class schedules, including evening, weekend, and online/hybrid courses, to accommodate the busy lives and work commitments of working adults. This flexibility also allows community colleges to attract working adults who may have once seen the pursuit of higher education as out of reach.

ESTIMATED COST OR SAVINGS OF PROPOSED AMENDMENTS

The estimated costs of the proposed regulatory action are absorbable within districts' existing FTES restoration amounts.

Mandate on local agencies or community college districts: *None*.

Cost or savings to state agencies: *None*.

Costs to local agencies or community college districts for which reimbursement would be required pursuant to part 7 (commencing with section 17500) of division 4 title 2 of the Government Code: *None*.

Other non-discretionary cost or savings imposed on community college districts: *None*.

Cost or savings in federal funding to state agencies: *None*.

The proposed amendments to title 5 would result in no fiscal impact to local or state governments, nor will it have any fiscal impact on any federal funding.

CONTACT PERSON

Inquiries concerning the content of these regulations may be directed to the Regulations Coordinator, at regcomments@cccco.edu.

TEXT OF PROPOSED REGULATIONS AND CORRESPONDING DOCUMENTS

Copies of the language of the proposed regulatory action, and all of the information upon which the proposal is based, may be obtained online at:

[Office of General Counsel - Pending Regulatory Action](#)

Those who receive the Board of Governors Agenda package for the January 22, 2024, meeting can find a further description of the proposal and the full text of the regulatory action. You may also request a copy of the proposal from the Regulations Coordinator using the contact information provided above.