Oregon Bulletin

July 1, 2015

Higher Education Coordinating Commission,
Department of Community Colleges and Workforce Development, Chapter 589

Rule Caption: Removes restriction on the designation of major or areas of study in community college programs.

Adm. Order No.: DCCWD 1-2015

Filed with Sec. of State: 5-18-2015

Certified to be Effective: 5-18-15

Notice Publication Date: 4-1-2015

Rules Amended: 589-006-0100

Subject: A change in this rule is necessary to delete 589-006-0100 (10) and thereby remove the restriction from designation of major or areas of study as a component of an Associate of Arts Oregon Transfer and Associate of Science degree award title. The restriction poses a barrier to student success and degree completion. Identifying a major and establishing an education plan is an important factor in retention and completion and facilitates smooth transitions between two- and four-year institutions. Community College Instructional Administrators and University Provost Council have been consulted and support this rule change as a means to improve advising, transfer, and degree completion.

Rules Coordinator: Kelly Dickinson—(503) 378-5690

589-006-0100

General Community College Program Approval Requirements

(1) The Higher Education Coordinating Commission has responsibility for approval of community college educational programs and locations.

(2) The Higher Education Coordinating Commission shall provide community college district boards of education with the standards, criteria and procedures the Higher Education Coordinating Commission will utilize to approve certificate of completion and associate degree programs and new locations for previously approved programs. Such standards shall be included in the Certificate of Completion and Associate Degree Approval Procedures identified by the department.

(3) The Higher Education Coordinating Commission shall ensure that new community college educational programs have been authorized by the Office of Degree Authorization prior to providing the local community college with final approval of new community college programs and locations.

(4) Requests for approval of new associate degree, associate degree option and certificate of completion programs must be submitted by the community college board of education to the Higher Education Coordinating Commission prior to commencement of the program.

(5) Associate degree programs offered by community colleges may include Associate of Arts Oregon Transfer degree, Associate of Science, Associate of Applied Science and Associate of General Studies. Each associate degree program shall conform to the specific degree requirements as identified in the Certificate of Completion and Associate Degree Approval Procedures identified by the Department.

(6) Certificate of completion programs offered by community colleges shall include less than one-year, one-year, greater than one-year, and two-year certificates of completion. Each certificate of completion shall conform to the specific certificate of completion requirements as identified in the Certificate of Completion and Associate Degree Approval Procedures identified by the department.

(7) To meet the approval standards of the Higher Education Coordinating Commission,
associate degree and associate degree option programs must:

(a) Include at least 90 total credits; and
(b) Be no more than 108 credits; and
(c) Have a recognizable core of general education or related instruction courses; and
(d) Have an established standard of academic achievement; and
(e) Meet or exceed the local community college board of education program approval standards; and
(f) Meet or exceed the Higher Education Coordinating Commission program approval standards and criteria.

(8) Meet the approval standards by the Higher Education Coordinating Commission, certificate of completion programs must include:

(a) Include at least 12 credits; and
(b) Be no more than 108 credits; and
(c) Have a recognizable core of general education or related instruction courses for programs one-year or more in length; and
(d) Have an established standard of academic achievement; and
(e) Demonstrate occupational content leading to employment; and
(f) Meet or exceed the local community college board of education program approval standards; and
(g) Meet or exceed the Higher Education Coordinating Commission program approval standards and criteria.

(9) Certificate of completion and associate of applied science degree programs shall include a designation of the particular occupation, career or career area as a component of the award title.

(10) Options to constitute a variation in the state-approved degree are allowable only for associate of applied science degree programs. Associate of applied science degree options may be added to new or existing associate of applied science degree programs following the procedures in the Certificate of Completion and Associate Degree Approval Procedures identified by the department.

[Publications: Publications referenced are available from the agency.]

Stat. Auth.: ORS 326.051
Stats. Implemented: ORS 341.425 & 341.465

Hist.: 1EB 132, f. 5-19-72, ef. 6-1-72; 1EB 166, f. 2-20-74, ef. 3-11-74; 1EB 263, f. & ef. 7-5-77; 1EB 9-1983, f. & ef. 10-13-83, EB 14-1991, f. & cert. ef. 7-19-91; Renumbered from 581-042-0005, 581-042-0010 & 581-042-0015; DCCWD 1-2001, f. & cert. ef. 3-21-01, Renumbered from 581-043-0000; DCCWD 1-2003, f. & cert. ef. 1-9-03; DCCWD 5-2003, f. & cert. ef. 10-20-03; DCCWD 2-2014(Temp), f. & cert. ef. 3-14-14 thru 9-10-14; DCCWD 5-2014, f. & cert. ef. 7-22-14; DCCWD 1-2015, f. & cert. ef. 5-18-15

Rule Caption: Relating to the Community College Support Fund distribution methodology base payment.

Adm. Order No.: DCCWD 2-2015

Filed with Sec. of State: 6-15-2015
Certified to be Effective: 6-15-15
Notice Publication Date: 5-1-2015
Rules Amended: 589-002-0120

Subject: The distribution methodology, for the Community College Support, includes a base payment for up to 1,100 FTE. Currently, the base payment per FTE is $720 and $360 for unrealized enrollments between actual FTE and 1,100 FTE. The amount of the payment has not been adjusted since 2008. The purpose of the base payment is to help colleges with the base operational costs of keeping the college open and is designed to help small community colleges in particular.

As the costs of operating colleges increases, the amount of the base payment should
increase. This amendment ties the amount of the base payment to the Portland CPI-U and the base payment is to be adjusted each year.

Rules Coordinator: Kelly Dickinson—(503) 378-5690

589-002-0120

Community College Support Fund Distribution Methodology

(1) The Community College Support Fund (CCSF) shall be distributed in equal payments as follows:

(a) For the first year of the biennium, August 15, October 15, January 15, and April 15;

(b) For the second year of the biennium, August 15, October 15, and January 15;

(c) The final payment of each biennium is deferred until July 15 of the following biennium as directed by the legislature.

(d) Should any of the dates set forth above occur on a weekend, payment shall be made on the next business day.

(e) All payments, made before actual property taxes imposed by each district are certified by the Oregon Department of Revenue, shall be based on the department’s best estimate of quarterly entitlement using property tax revenue projections. Payments shall be recalculated each year as actual property tax revenues become available from the Oregon Department of Revenue and any adjustments will be made in the final payment(s) of the fiscal year.

(2) Community college districts shall be required to submit enrollment reports in the format specified by the commissioner, including numbers of clock hours realized for all coursework, in a term-end enrollment report by the Friday of the sixth week following the close of each term. If reports are outstanding at the time of the quarterly payments, payment to the district(s) not reporting may be delayed at the discretion of the commissioner.

(a) All payments, made before actual Full-Time Equivalent (FTE) student enrollment data are available shall be based on the department’s best estimate of quarterly entitlement using student enrollment data from previous years.

(b) Payments shall be recalculated each year as FTE student enrollment data become available and any adjustments will be made in the fiscal year.

(3) Reimbursement from the CCSF shall be made for career technical education, lower-division collegiate, developmental education and other courses approved by the state board in accordance with OAR 589-006-0100 through 589-006-0400. State reimbursement is not available for hobby and recreation courses as defined in 589-006-0400.

(4) Residents of the State of Oregon and the states of Idaho, Washington, Nevada, and California shall be counted as part of each community college district’s CCSF reimbursable FTE, but only for those students who take part in coursework offered within Oregon’s boundaries.

(5) State funding for community college district. Operations is appropriated by the legislature on a biennial basis to the CCSF. The amount of state funds available for each biennium and for distribution through the funding formula shall be calculated based on the following:

(a) Funds to support services provided to inmates of state penitentiary and correctional institutions by community college districts shall be subtracted from the amount allocated to the CCSF before the formula is calculated. The amount available for services provided to inmates shall be equal to the funding amount in the preceding biennium, except as adjusted to reflect the same percentage increase or decrease realized in the overall CCSF appropriation. The distribution method of CCSF funding for individual state penitentiary and correction institution programs provided by community college districts will be determined in consultation between the agency and the Department of Corrections.

(b) Funds to support contracted out-of-district (COD) programs described in OAR 589-002-0600 shall be subtracted from the amount allocated to the CCSF before the formula is calculated.

(A) A community college district providing contracted out-of-district services will receive an allocation equal to the college’s number of reimbursable COD FTE multiplied by the statewide average of non-base community college support funds per total funded FTE. The average funds per total funded FTE is based on the same year COD services are provided.

(B) The allocation is distributed after the reimbursable COD FTE has been reported to CCWD for the full academic year. An adjustment to the allocation may be made if the final audited FTE is significantly different than the COD FTE from which the allocation was made.

(C) Beginning July 1, 2014, to be eligible for a COD allocation, each participating community college district must:

(i) Provide the department with a copy of the agreement between the community college district
and the local participating entity by October 1 of each service year.

(ii) Enter into a contract with the department by January 1 of the service year for a COD allocation payment.

(iii) Follow all requirements found in OAR 589-002-0600.

(D) Section (5)(b)(A) and (B) of this rule applies to COD contracts that were in effect starting with the 2012–13 fiscal year.

(c) Funds to support targeted investments such as distributed learning shall be subtracted from the amount allocated to the CCSF before the formula is calculated. The amount available for these investments shall be equal to the funding amount in the preceding biennium, except as adjusted to reflect the same percentage change to the current biennium’s total CCSF appropriation.

(d) Funds remaining in the CCSF shall be distributed through the formula as described in section 6.

(e) State general fund and local property taxes for territories annexed or formed effective June 1, 1996 or later shall not be included in the funding formula for the first three years of service. Additionally, the FTE generated in newly annexed territories shall not impact the funding formula during the first three years of service. Beginning in the fourth year, funding will be distributed through the formula as outlined in this rule.

(6) Distribution of funds to community college districts from the CCSF shall be accomplished through a formula, based on the following factors:

(a) Base Payment: Effective for the 2015-16 fiscal year, each community college district shall receive a base payment of $819 for each Weighted Reimbursable FTE up to 1,100 and $409.50 per FTE for unrealized enrollments between actual Weighted Reimbursable FTE and 1,100 FTE. Each year thereafter, the base payment will be adjusted by the amount of the annual seasonally unadjusted Portland CPI-U of the prior year. The base payment for each community college district will be adjusted according to the size of the district. Community college district size for purposes of this adjustment will be determined each year by the FTE set forth in section (8)(b) of this rule. The base payment adjustments shall be:

(A) 0 — 750 FTE 1.3513;
(B) 751 — 1,250 FTE 1.2784;
(C) 1,251 — 1,750 FTE 1.2062;
(D) 1,751 — 2,250 FTE 1.1347;
(E) 2,251 — 2,750 FTE 1.0641;
(F) 2,751 — 3,250 FTE 1.0108;
(G) 3,251 — 3,750 FTE 1.0081;
(H) 3,751 — 4,250 FTE 1.0054;
(I) 4,251 — 4,999 FTE 1.0027;
(J) 5,000 or more FTE 1.000.

(b) Student-Centered Funding: The formula is designed to distribute the CCSF is based on each community college district’s FTE.

(A) The equalized amount per FTE is determined by dividing Total Public Resources (TPR) — excluding base payments, contracted out-of-district payments, and any other payments directed by the State Board or the legislature — by funded FTE. The department shall make the calculation based on submission of FTE reports by community college districts and in accordance with established FTE principles.

(B) To determine the number of funded FTE for each community college district, a three-year weighted average of fundable FTE for each community college district will be used with the first year prior to current fundable FTE weighted at 40%, second year prior to current fundable FTE weighted at 30%, and third year prior to current fundable FTE weighted at 30%.

(c) Beginning with the 2011–13 biennium, a Biennial Growth Management Component is added to the calculation of each community college district’s funded FTE. The purpose of the Biennial Growth Management Component is to manage the level of total public resource available per FTE within the total public resources available.

(A) The methodology for calculating the base year and subsequent biennial growth management component is displayed in Table 1 “Community College Support Fund Growth Management Calculation Tables” and is available through the following hyperlink. [Table not included. See ED. NOTE.]
(B) The calculations that will implement the Growth Management Component in the CCSF Distribution Formula Model are available in Table 2. Formula Calculation of Fundable FTE by Community College District.” [Table not included. See ED. NOTE.]

(C) The state board has authority, on a biennial basis to, set the “quality growth factor” that may increase or decrease the number of FTE that will be counted for funding purposes above or below the Biennial Growth Management Component. The state board will consider the following principles as guidelines for setting the “quality growth factor”:

(i) Balance the desire to support growth beyond that which is funded through the funding formula distribution model with the desire to enhance quality by increasing the level of funding provided on a per-student FTE basis.

(ii) The TPR per FTE should not erode by more than 5% on an annual basis.

(iii) Where current TPR per FTE is determined to be insufficient to support the “quality of education” desired, a growth factor could be established that would increase the TPR per FTE.

(iv) If revenue is significantly reduced during a biennium, the Board may reduce the “quality growth factor.”

[ED.NOTE: Tables referenced are available from the agency.]


Stats. Implemented: ORS 341.626

Hist.: DCCWD 1-2012(Temp), f. & cert. ef. 7-17-12 thru 1-10-13; DCCWD 3-2012, f. & cert. ef. 12-26-12; DCCWD 3-2013, f. & cert. ef. 6-11-13; DCCWD 6-2013(Temp), f. & cert. ef. 12-16-13 thru 6-13-14; DCCWD 3-2014, f. & cert. ef. 3-20-14; DCCWD 2-2015, f. & cert. ef. 6-15-15

Notes
1.) This online version of the OREGON BULLETIN is provided for convenience of reference and enhanced access. The official, record copy of this publication is contained in the original Administrative Orders and Rulemaking Notices filed with the Secretary of State, Archives Division. Discrepancies, if any, are satisfied in favor of the original versions. Use the OAR Revision Cumulative Index found in the Oregon Bulletin to access a numerical list of rulemaking actions after November 15, 2014.

2.) Copyright Oregon Secretary of State: Terms and Conditions of Use