



## Curriculum Committee Update

September 2025

### “New” Standardized Attendance Accounting Method (SAAM)

The Standardized Attendance Accounting Method significantly changes attendance accounting to use unit value and method of instruction for a course rather than how a class is scheduled. Historically, funding was provided based on the way individual class sections were scheduled, meaning that a SOC 120 section could be scheduled and funded for 54 hours while another SOC 120 section could be scheduled and funded for 48 hours.

Standardized Attendance accounting will calculate FTES based upon unit value and method of instruction (Lecture, Lab, Activity). Lecture courses will be funded at 18 hours per unit; Lab courses will be funded at 54 hours per unit.

#### **Why the Change?**

- Equitable Apportionment: The goal is to ensure a standardized and equitable distribution of state aid to all districts.
- Promotes Effective Instruction: The new method aims to provide an appropriate return on investment for the state, districts, and students.
- Accuracy and Validity: The method promotes greater consistency and validity of the financial data reported by the districts.

#### **Formula**

FTES is calculated using the following formula:  $FTES = \text{Total Standardized Hours} \times \text{Number of Students Enrolled at Census} / 525$ .

#### **Course Outline of Record (COR)**

The COR is critical as it identifies the type and number of units for each course.

#### **Standardized Hours and Multipliers**

Standardized hours are derived from the units on the COR and apply specific multipliers for different instruction types:

- Lecture: 18 standard hours per unit (semester colleges)
  - Lab: 54 standard hours per unit (semester colleges)
  - Activity: 36 standard hours per unit (semester colleges)
- (Note: Currently, GCCCD does not offer courses defined as activity.)

#### **Examples**

Lecture Course

3-unit lecture course

$3 \text{ units} \times 18 \text{ hours} = 54 \text{ standardized total hours}$

54 total hours x 30 students = 1620 / 525 = 3.09 FTES

#### Lab Course

1-unit lab course

1 unit \* 54 hours = 54 standardized total hours

54 total hours x 30 students = 1620 / 525 = 3.09 FTES

#### Lecture/Lab Course

For courses that have both a lecture and lab component, the district would calculate the standardized total hours for lecture and the standardized total hours for lab and sum the two.

3 unit lecture course with 1 unit of lab

3 units \* 18 hours = 54 standardized total hours (lecture)

1 unit \* 54 hours = 54 standardized total hours (lab)

54 + 54 = 108 standardized total hours (lecture and lab) x 30 students = 3240 / 525 = 6.17 FTES

#### **Unintended Consequences**

Group 1: Courses with lecture and lab that can be separated without a change in unit value.

Group 2: Courses with lecture and lab that cannot be separated without an adjustment to hours or units. With the separation they do not add to the current unit value.

Example- GC BOT 101A (**NOTE:** Does not apply to Cuyamaca College)

Group 3: Courses that are lecture with additional hours, commonly lab, that have no additional unit value. These additional hours are called “dangling hours”.

“Dangling hours”: hours that don’t meet unit thresholds to award the next increment of credit, i.e.

“extra” hours. Example- CC ENGL C1000

#### **Campus Resource File (One Drive):**

[CC - SAAM](#)