



CALIFORNIA COMMUNITY COLLEGES

Doing What MATTERS™

FOR JOBS AND ECONOMY

www.doingwhatmatters.cccco.edu

SHARING CE REVENUES/ RESOURCES WITH THE COLLEGE

A one-question survey was conducted the week of October 10, 2016 to solicit information regarding the sharing of revenue and/or resources with the college. Twenty-five colleges responded; five colleges responded that they do NOT have a revenue sharing agreement in place with their college. The other 20 responses are listed below.

Q1. Does your Contract Education unit share revenue or other resources with the college?

Response:

1. A percentage of revenue sharing with the department involved in the project (varies by subject and department) -5% is given to both the College and Foundation -purchase equipment, materials/supplies such as software, textbooks, computers, etc -provide funding for faculty and/or staff to get professional development and/or fees for travel/conferences, industry association memberships, etc related to projects through grants and/or as part of revenue sharing -support advisory groups with industry contacts - get high wage jobs, internships and specific trainings for students through special projects and employer partnerships
2. When we run contract education using college programs, we always pay a fee to the college of roughly 5% of top line revenue.
3. All of the profit from CE gets divided up between the District and the Department that provided the course. There is a formula we follow that determines how much each is to receive. Once all expenses are finalized, we determine the profit. Of the profit, 25% over the breakeven is distributed to the Department. The remaining about is divided evenly between the District and the Department. This serves as a benefit and/or incentive for departments to participate in CE because they can gain additional funding for resources. One of my goals is to create a spreadsheet to track a summary of all revenue share for programs through each year. In the past, this information has been collected and stored separately by each course. I'm curious to see how other colleges distribute and track revenue share information.
4. We have some history of sharing between our on-site Workforce Connection (WIB funding) and college units. Our contract ed unit will be targeting of sharing course cost in the future as a way to expand on FTE's while offering for-credit courses and still paying the majority of cost thru CE avenues.
5. Professional development for faculty and college staff - typically conference, travel expenses for areas that we are trying to refresh or grow in CE Purchase of equipment or materials - typically through grant funding, but sometime profits to support departments that are teaching or serve as a pipeline for CE participants; items such as technical equipment, DVDs, and software licenses Revenue sharing is done when the classes are run in the Credit mode and significant time was spent by the department in coordinating the contract - typically 10-15% after all expenses and upon completion of the contract
6. We pay an indirect fee based on revenue.



Doing What MATTERS for Jobs and the Economy, California Community Colleges

Office: (555) 555-1212 // Cell: (555) 555-1212 // ewd@emailaddress.edu

doingwhatmatters.cccco.edu



CALIFORNIA COMMUNITY COLLEGES

Doing What MATTERS™

FOR JOBS AND ECONOMY

www.doingwhatmatters.cccco.edu

7. As per Yuba CCD Administrative Procedure: "Contracts Developed by Dean-Level Positions (or Designee): Contract revenue must cover direct and indirect costs of delivery when District apportionment funds are not involved. Six percent of the contract revenue will go to the District for indirect costs. Two-thirds of remaining dollar balance in a contract account after payment of all expenses will credit to the program area of the initiating Dean as discretionary program funds. One-third of this remaining dollar balance shall credit to Contract Education for contract, legal and fiscal services provided. These funds will roll forward from fiscal year to fiscal year. Contracts Developed by Contract Education: All net funds generated by Contract Education will credit to Contract Education. Six percent of contract revenue will go to the District for indirect costs."
8. Depending upon the client contract, if we need any assistance from the college or will be using any resources (classrooms, computer classrooms, administrative support for enrolling students, coordination for classes, etc.), we will let the college Dean know from the start, that we will revenue share, and we will usually provide an amount or percentage figure for their consideration. When the project is completed and we have received payment, we will contact the Dean and the Business Manager for the college to let them know that we will be transferring funding to the college. Usually the amount is transferred to the college general fund and the Dean will work out the details of how they will utilize the funds.
9. Our unit pays for 1/2 salary for a Community Education lead at one of the District colleges. We also pay for sponsorships, and for food for meetings at the rate of about \$7,500. We also frequently provide match for grants, that amount varies.
10. For the most part we coordinate the purchase of equipment and/or supplies with each department we engage.
11. We are charged .04 By the business office
12. 50% markup against cost of program delivery and it goes to the district to cover administrative expenses. Equipment and consumables are purchased using contract education revenue to provide contract education training. Equipment is then used in credit programs and whatever is left in consumables as well.
13. Staff development training, space for college retreats and seminars
14. After paying for all expenses (faculty salary, benefits, supplies, books) we share of a portion of the profit - 15- 20%. According to district rules, we cannot allocate funds for a particular program - that is the president's and the college administrators' responsibility - so we put it into the college general fund and make sure that the president and the vp, dean and faculty know that we did so! We also mention it when giving our annual report to our Board of Trustees. Frankly, we do it for goodwill. We want the colleges to want to work with us and see us as a way to increase the workload of their adjunct faculty, which will encourage those adjuncts to stay with the colleges.
15. We provide a 10% profit share for courses that align to an academic department.



Doing What MATTERS for Jobs and the Economy, California Community Colleges

Office: (555) 555-1212 // Cell: (555) 555-1212 // ewd@emailaddress.edu

doingwhatmatters.cccco.edu



CALIFORNIA COMMUNITY COLLEGES

Doing What MATTERS™

FOR JOBS AND ECONOMY

www.doingwhatmatters.cccco.edu

16. Yes, our Contract Education unit does share revenue and other resources with the college. We do this primarily in two ways: • Providing no-cost Professional Development opportunities for Faculty, Staff and Administrators in leadership, continuous improvement, and other related topics; we intend to offer more Professional Development opportunities available going forward • Purchasing resources, equipment, and materials that can be used by CTE programs, such as online training resources, training equipment, consumable materials, and other related items; we have done this for Allied Health, Manufacturing, Computer Networking, Welding, and intend to do more of this going forward
17. The college takes a specific amount of "indirect" due to costs of supporting contract education work in finance, HR, payroll, etc.
18. Some of the revenue from contract ed. programs is used for: admin fees, equipment, supplies, professional development, travel and conference fees, marketing, etc. This funding is used for many activities for our CTE credit based programs.
19. 4% indirect fee
20. We purchase instructional supplies, technology, or equipment that will be utilized for the contract ed program and then stays with the division for their ongoing use.

For Additional Information Contact:

Sandra Sisco

Director & Statewide Technical Assistance Provider, Contract Education

Cell: 951.264.0889



Doing What MATTERS for Jobs and the Economy, California Community Colleges

Office: (555) 555-1212 // Cell: (555) 555-1212 // ewd@emailaddress.edu

doingwhatmatters.cccco.edu