

Rancho Santiago Community College District
ADMINISTRATIVE REGULATION
Chapter 4
Academic Affairs

AR 4104 Contract Education

Reference(s):

Education Code 78020 - 78023
Title 5 Section 55170

The Rancho Santiago Community College District may contract for instructional classes to be offered at the request of public or private agencies or groups.

- Upon receipt of an agency/group's request for instruction, an evaluation of available courses is conducted and options for courses and cost are presented to the agency/group.
- A Memorandum of Understanding (MOU) shall be approved by the Board of Trustees which outlines the procedural guidelines and responsibilities for each of the involved parties.
- The District/College shall collect revenue in the amount that is equal to but not less than the actual costs of course offering.
- The attendance of students in Contract Education programs shall not be included for FTES apportionment.
- Faculty teaching credit or noncredit contract education courses shall be compensated and evaluated under the same agreed upon guidelines outlined in the applicable collective bargaining agreement.

Adopted: September 17, 2018