



MINUTES

Fiscal Advisory Committee
Wednesday, February 1, 2023, 2:00 p.m.
Via Zoom

Voting Members

ALG

Susan Wheat
Peter "Tony" Zitko

CTA

Erin Farmer

Local 39

Jeff Lehfeldt

SCC Educational Foundation

Curt Johnston

CSEA

Carla Maguire

Faculty

Erica Beam
Ruth Fuller
Joshua Scott

Minority Coalition

Shirley Lewis

ASSC

vacant

Advisory Members

David Williams
Lisa Neeley
Shannon Beckham
Virgie Bender

Alternates

Pam Muick (CTA)
Shanan Danley (Minority Coalition)
LaNae Jaimez (Faculty)
vacant (ASSC)

ITEM

1. Opening actions *Called to order at 2:01 pm*

- **Roll call** *The above highlighted members were present, in addition to the following guests: Galen Tom, Justin Howell*
- **Approval of Agenda** *Motioned by Jeff/Seconded by Tony – all approved*
- **Approval of Minutes of December 7, 2022 Meeting** *Motioned by Josh/Seconded by Jeff – all approve. A request was made to have the minutes added to the website.*

2. Comments from the public *none*

3. 2nd Quarter Budget & Administrative Update *Presented the attached*

4. JPA Claims Update *Presented the attached*

5. Requests for Future Meetings (Next Meeting March 1st)

- SEA Update (March)
- Bonds/Student Housing Updates

6. Adjournment *Motioned by Jeff/Seconded by Josh – all approved. Adjourned at 2:29pm*



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**2022-2023 Budget and Administrative Update
As of 12/31/2022**

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**Budget Update Summary
End of 2nd Quarter 2022-23**

Fund 11 - Unrestricted Revenue:

- No changes from 1st Quarter

Fund 11 - Unrestricted Expenses:

- Small adjustments throughout categories

Fund 11 - Unrestricted Ending Fund Balance & Composition:

- Beginning Fund Balance – Estimated while finishing audit – slight change from 1st quarter
- Required Board 5% reserve increased slightly due to expenses increasing
- Board Required Reserve plus Stability Reserve = 23.67% (State recommends a minimum of 2 months, SCC 2 months = 18.42%)

Fund 12- Restricted Funds:

- Slight increase in revenues and expenses from 1st quarter due to actual allocations coming through
- Beginning fund balance change due to audit process

Please Note: Beginning Fund balances are in flux until the audit is completed

UNRESTRICTED GENERAL FUNDS [11]

		Adopted Budget	Budget Update	Budget Update
		2022-23	end of Qtr 1	end of Qtr 2
		2022-23	2022-23	2022-23
REVENUES:				
Base Allocation (FTES & Basic Alloc.)	\$	44,906,557	\$ 44,906,553	\$ 44,906,553
Supplemental Allocation		8,711,699	8,711,700	8,711,700
Student Success Allocation		6,203,173	6,203,170	6,203,170
Other revenue		0	0	0
Sub Total		59,821,429	59,821,423	59,821,423
Hold Harmless		n/a	n/a	n/a
Other State Revenue		0	0	0
Finance and Administration (Payroll)		0	0	0
GFU-Pell Admin		0	29,204	29,204
State Block Grant-Covid (22-23 FY)		0	3,908,824	3,908,824
TOTAL REVENUES		59,821,429	63,759,451	63,759,451
EXPENDITURES:				
Academic Salaries		24,251,684	24,251,042	24,251,042
Classified Salaries		11,741,364	11,741,364	11,733,993
Benefits		15,521,814	15,521,814	15,528,694
Supplies and Materials		968,448	970,448	977,248
Other Operating		8,081,680	8,081,680	8,080,680
Capital Outlay		246,498	246,498	252,498
Other Outgo		655,000	655,000	670,000
Contingency appropriation		250,000	250,000	250,000
Finance and Administration (Payroll)		0	0	0
GFU-Pell Admin		0	29,204	29,204
State Block Grant-Covid (22-23 FY)		0	3,908,824	3,908,824
TOTAL EXPENDITURES		61,716,488	65,655,874	65,682,184
NET FUND BALANCE INCREASE (DECREASE)		(1,895,059)	(1,896,423)	(1,922,733)
OTHER FINANCING SOURCES (USES):				
BEGINNING FUND BALANCE		30,497,292	32,374,423	33,196,719
ENDING FUND BALANCE	\$	28,602,233	\$ 30,478,000	\$ 31,273,986
Fund Balance / Reserve Ratio		46.3%	46.4%	47.6%
FUND BALANCE COMPOSITION				
Potential Salary Improvements		7,200,000	7,200,000	7,200,000
STRS/PERS Premium Reserve		4,525,000	4,525,000	4,525,000
Designated Reserve: OPEB Liability		4,000,000	4,000,000	4,000,000
Board Required Minimum 5% Reserve		3,085,824	3,282,794	3,284,109
Stability Reserve		9,791,408	11,470,206	12,264,877
ENDING FUND BALANCE	\$	28,602,232	\$ 30,478,000	\$ 31,273,986

NOTE: Fund Balances currently under review - 'subject to change'.

SOLANO COMMUNITY COLLEGE DISTRICT

Proposed *FINAL* Budget

FISCAL YEAR 2018-2019

RESTRICTED GENERAL FUNDS [12]

	Adopted Budget 2022-23	Budget Update end of Qtr 1 2022-23	Budget Update end of Qtr 2 2022-23
REVENUES:			
Federal Sources	\$ 9,193,698	\$ 2,150,875	\$ 2,073,037
State Sources	31,221,243	\$ 38,498,885	\$ 38,824,237
Local Sources	2,687,845	\$ 5,581,974	\$ 5,762,604
TOTAL REVENUES	43,102,786	\$ 46,231,734	\$ 46,659,878
EXPENDITURES:			
Federal Programs -			
CARES/HEERF	1,337,483	1,337,483	1,337,483
College Work Study	157,449	158,609	158,609
Perkins	427,731	510,930	510,930
TANF/Calworks	46,069	46,069	46,069
Other Federal	143,944	97,784.00	19,946.00
TOTAL Federal Programs	2,112,676	2,150,875	2,073,037
State Programs -			
Student Equity & Achievement	6,683,106	6,800,341	6,800,341
Strong Workforce (Local and Regional)	6,781,501	6,517,119	6,575,125
Physical Plant & Instructional Support	10,186,391	10,400,604	10,415,602
EOPS	926,342	926,192	926,192
DSPS	751,663	751,663	751,663
College Promise	1,550,800	1,550,800	1,550,800
Cal Works	340,125	338,925	338,925
Financial Aid Administration (SFAA-BFAP)	381,092	381,092	381,092
Lottery	787,959	1,403,965	1,403,965
Other State Programs & Rollovers	10,023,969	9,428,184	9,680,531
TOTAL State Programs	38,412,948	38,498,885	38,824,237
Local Programs -			
Health Center	195,268	247,680	247,680
Parking	651,697	652,625	652,625
Other Local Programs	1,730,195	4,681,669	4,862,299
TOTAL Local Programs	2,577,160	5,581,974	5,762,604
TOTAL EXPENDITURES	43,102,784	46,231,734	46,659,878
FUND BALANCE INCREASE (DECREASE)	2	0	0
BEGINNING FUND BALANCE	5,502,882	5,080,623	4,344,557
ENDING FUND BALANCE	\$ 5,502,884	\$ 5,080,623	\$ 4,344,557

NOTE: Fund Balances currently under review -
'subject to change'.



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SUMMARY OF GOVERNOR'S BUDGET PROPOSAL 2023-24

Please Note: The Governor's Budget Proposal is a proposal only. Many changes will most likely occur to the proposal between this version and the May Revise, then again prior to the state budget being passed.

- The Community College District funding remains stable keeping at \$13.4 billion from 2022-23 enacted budget.
 - The budget proposal funding continues to be shaped by the Roadmap for the Future introduced last year – advancing equity and student success.
 - The proposal estimates an 8.13% Cost of Living Adjustment (COLA) for the apportionment (this is not applied to all categorical funds).
 - Due to the overall budget deficit, there will be little funds left over for additional programs and will instead focus on existing programs.
 - Reducing the deferred maintenance fund by \$213 million (approx. 25% less than 2022-23, or approx. \$2 million less for SCC).
 - Anticipates an increase to property taxes.
 - One-time funding being allocated for student retention and enrollment efforts.
- The State has had an estimated 16% drop in enrollment overall since Spring 2020 (Solano CC is at an approximate 10% decline from 2019-20).



**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE****Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA**

CHANGE THE PERIOD ▼

Fiscal Year: 2022-2023

Quarter Ended: (Q2) Dec 31, 2022

District: (280) SOLANO

Your Quarterly Data is Certified for this quarter.

Chief Business Officer**CBO Name:** Susan Wheet**CBO Phone:** 707-864-7209**CBO Signature:****Date Signed:** 01/19/2023**District Contact Person****Name:** Shannon Beckham**Title:** Director of Business Services**Telephone:** 707-863-7810**Chief Executive Officer Name:** Celia Esposito-Noy**Fax:** 707-863-7820**CEO Signature:****Date Signed:** 1.19.23**E-Mail:** shannon.beckham@solano.edu**Electronic Cert Date:** 01/19/2023

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:
ccfs311admin@cccco.edu

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2022-2023

Quarter Ended: (Q2) Dec 31, 2022

District: (280) SOLANO

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2019-20	Actual 2020-21	Actual 2021-22	Projected 2022-23
Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	54,010,332	60,680,342	59,481,760	63,759,451
A.2	Other Financing Sources (Object 8900)	0	10,120	637,590	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	54,010,332	60,690,462	60,119,350	63,759,451
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	53,526,875	51,181,211	54,520,681	65,682,184
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,502	33,439	0	0
B.3	Total Unrestricted Expenditures (B.1 + B.2)	53,529,377	51,214,650	54,520,681	65,682,184
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	480,955	9,475,812	5,598,669	-1,922,733
D.	Fund Balance, Beginning	16,011,358	18,866,811	26,775,754	32,374,423
D.1	Prior Year Adjustments + (-)	613,416	-1,566,869	0	822,296
D.2	Adjusted Fund Balance, Beginning (D + D.1)	16,624,774	17,299,942	26,775,754	33,196,719
E.	Fund Balance, Ending (C. + D.2)	17,105,729	26,775,754	32,374,423	31,273,986
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	32%	52.3%	59.4%	47.6%

II. Annualized Attendance FTES:

		Actual 2019-20	Actual 2020-21	Actual 2021-22	Projected 2022-23
G.1	Annualized FTES (excluding apprentice and non-resident)	7,150.00	6,554.20	6,102.23	6,157.95

III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2019-20	2020-21	2021-22	2022-23
H.1	Cash, excluding borrowed funds		18,791,838	22,833,521	0
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	16,757,955	18,791,838	22,833,521	0

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	59,821,429	63,759,451	35,019,491	54.9%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	59,821,429	63,759,451	35,019,491	54.9%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	61,716,488	65,655,874	29,464,910	44.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	0	0	1,646,449	
J.3	Total Unrestricted Expenditures (J.1 + J.2)	61,716,488	65,655,874	31,111,359	47.4%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-1,895,059	-1,896,423	3,908,132	
L.	Adjusted Fund Balance, Beginning	30,497,292	33,084,733	33,196,719	
L.1	Fund Balance, Ending (C. + L.2)	28,602,233	31,188,310	37,104,851	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	46.3%	47.5%		

V. Has the district settled any employee contracts during this quarter?

NO

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII.Does the district have significant fiscal problems that must be addressed?

This year?
Next year?

NO
NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

Quarterly Budget and Expenditure Reporting for all HEERF I, II, and III grant funds

Institution Name: Solano Community College

Date of Report: 1/10/22

Covering Quarter Ending: December 3 ☐

Award Number(s): P425E 205093 P425F 204159 P425J _____ P425K _____ P425L _____
 P425M _____ P425N _____ P425Q _____ P425S _____ P425T _____

Final Report? ☐ (Only if you have exhausted ALL HEERF Grants)

Total Amount of Institutional Funds Awarded: Section (a)(1): \$ 12,622,891.00 Section(a)(2): \$ 0.00 Section (a)(3): \$ 0.00

Total Amount of Student Funds Awarded: Section (a)(1): \$ 9,152,677.00 Section (a)(4): \$ 0.00

1) Please provide a link to your annual report located on the ESF transparency portal so the public can review the full details of your HEERF grant usage over the last calendar year, including methodologies used to award HEERF funds to students, academic success of HEERF recipients, and other details:

<https://welcome.solano.edu/co-cares-act/>

2) What percentage of students received emergency grants and how much did students receive by student type and fund type?

a) How much of your HEERF student funds remain left to be disbursed at the end of the reporting period? \$ 0.00

b) Complete the following table.¹

Emergency Financial Aid Grants Awarded to Students this quarter: report only disbursements related to Emergency Financial Aid Grants including using those grants to satisfy outstanding accounts. Any disbursements unrelated to Emergency Financial Aid Grants should not be included in the reported expenditures				
		Total students	Undergraduates²	Graduates
Number of HEERF Student Recipients – Emergency Grants to Students	How many students received HEERF emergency financial aid grants using (a)(1) Student Aid Portion?	0	0	0
	How many students received HEERF emergency financial aid grants using (a)(1) Institutional Portion?	2	2	0
HEERF (a)(1) Student Aid Portion Amount Disbursed	What was the amount disbursed directly to students as Emergency Financial Aid Grants this quarter ?	\$ 0.00	\$ 0.00	\$ 0.00
	What was the amount disbursed directly to students as Emergency Financial Aid Grants to date using HEERF?	\$ 0.00	\$ 0.00	\$ 0.00

¹ For the initial report and each report thereafter, institutions should use data suppression or other statistical methodologies to protect the personally identifiable information from student education records consistent with the Family Educational Rights and Privacy Act (20 U.S.C. 1232g; 34 CFR part 99) and any applicable state laws. For this report when the total number of students who received HEERF emergency financial aid grants as undergraduates, graduates, or in total is less than 10, but not 0, then the institution should display the total number of students as less than 10 (“<10”) on the publicly available websites controlled by the institution. Additionally, IHEs should use complementary suppression to protect values that could be inferred otherwise. For example, if the total student count is equal to 25, the undergraduate amount is equal to 20, and the graduate amount equal to 5, IHEs should report both the undergraduate and graduate amount as ‘-’. The total student count can remain displayed as is.

² For students in both undergraduate and graduate categories, classify as a graduate student.

	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balance upon receiving affirmative written consent from students to do so? If funds were not used for this purpose, report \$0. Include only amounts that benefited students who did directly receive Emergency Financial Aid Grants.	\$ 0.00	\$ 0.00	\$ 0.00
HEERF (a)(1) Institutional Portion Amount Disbursed	What was the amount disbursed <i>directly</i> to students as Emergency Financial Aid Grants?	\$ 1,200.00	\$ 1,200.00	\$ 0.00
	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balances? If funds were not used for this purpose, report \$0. Include only amounts that benefited students who did directly receive Emergency Financial Aid Grants.	\$ 0.00	\$ 0.00	\$ 0.00
HEERF (a)(2) Amount Disbursed (HBCUs, TCCUs, MSIs, and SIP)	What was the amount disbursed <i>directly</i> to students as Emergency Financial Aid Grants? If funds were not used for this purpose, report \$0.	\$ 0.00	\$ 0.00	\$ 0.00

	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balances? If funds were not used for this purpose, report \$0. Include only amounts that benefited students who did directly receive Emergency Financial Aid Grants.	\$ 0.00	\$ 0.00	\$ 0.00
HEERF (a)(3) Amount Disbursed (FIPSE & SAIHE & SSARP)³	What was the amount disbursed <i>directly</i> to students as Emergency Financial Aid Grants? If funds were not used for this purpose, report \$0.	\$ 0.00	\$ 0.00	\$ 0.00
	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balances? If funds were not used for this purpose, report \$0. Include only amounts that benefited students who did directly receive Emergency Financial Aid Grants.	\$ 0.00	\$ 0.00	\$ 0.00
HEERF (a)(4) Amount Disbursed (Proprietary Institutions Grant Funds for Students)	What was the amount disbursed <i>directly</i> to students as Emergency Financial Aid Grants? If funds were not used for this purpose, report \$0.	\$ 0.00	\$ 0.00	\$ 0.00
	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balance	\$ 0.00	\$ 0.00	\$ 0.00

³ Do NOT include funds from the Institutional Resilience and Expanded Postsecondary Opportunity (IREPO) funds as part of this annual performance report.

	upon receiving affirmative written consent from students to do so? If funds were not used for this purpose, report \$0.			
HEERF Amount of Grants Disbursed	What was the amount of grants disbursed to students through all HEERF funds?	\$ 1,200.00	\$ 1,200.00	\$ 0.00
Average HEERF Amount Awarded	Among students who received HEERF emergency financial aid grants, what was the average award amount per student?	\$ 600.00	\$ 600.00	\$ 0.00

3) Institutional expenditures

a) Has your institution designated HEERF program funds for a specific purpose or budget objective in future quarters (for example, operation and maintenance of plant, academic programs, residential programs, future institutional aid)? Yes ☒

i) If no, are HEERF program funds being held in the institution's general fund for use as needed? Yes ☒

1.1. If no HEERF program funds are being held in the institution's general fund, explain your institution's approach (1,000 characters maximum):

ii) If yes, provide the amount designated for a specific purpose or budget objective by calendar year and HEERF program fund:

HEERF program fund	Calendar year 2022	Calendar year 2023	Calendar year 2024
(a)(1) Institutional Portion	\$ 1,050,256.00	\$ 287,227.00	\$ 0.00
(a)(2) HBCUs, TCCUs, MSIs, SIP	\$ 0.00	\$ 0.00	\$ 0.00
(a)(3) FIPSE, SAIHE, and SSARP	\$ 0.00	\$ 0.00	\$ 0.00

b) Provide the total amount of HEERF funds expended during the reporting period on each of the following categories:

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Providing additional emergency financial aid grants to students. ⁴	\$ 1,200.00	\$ 0.00	\$ 0.00	
Covering student outstanding account balances for costs such as debt forgiveness, room, board, tuition, or fees.	\$ 131,570.00	\$ 0.00	\$ 0.00	
Indirect cost recovery/facilities and administrative costs charged on the grants.	\$ 0.00	\$ 0.00	\$ 0.00	

⁴ To support expenses related to the disruption of campus operations due to coronavirus consistent with applicable law. This includes eligible expenses under a student's cost of attendance under CARES Act Section 18004(c), or any component of a student's cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or childcare, per Section 314(c) of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA), and Section 2003 of the American Rescue Plan Act of 2021 (ARP).

Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.	\$ 0.00	\$ 0.00	\$ 0.00	
Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.	\$ 0.00	\$ 0.00	\$ 0.00	
Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions.	\$ 0.00	\$ 0.00	\$ 0.00	
Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing.	\$ 0.00	\$ 0.00	\$ 0.00	
Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.	\$ 0.00	\$ 0.00	\$ 0.00	
Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses.	\$ 138.00	\$ 0.00	\$ 0.00	
Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities.	\$ 24,035.00	\$ 0.00	\$ 0.00	
Construction, renovation, and real property ⁵		\$ 175,898.00		
Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.	\$ 4,900.00	\$ 0.00	\$ 0.00	
Implementing evidence-based practices to monitor and suppress coronavirus in accordance with public health guidelines. ⁶	\$ 101,807.00	\$ 0.00	\$ 0.00	

⁵ The Consolidated Appropriations Act, 2022 (P.L. 117-103), signed into law by President Biden on March 15, 2022, expanded the allowable uses of funds for IHEs that received funds under the HEERF (a)(2) programs (ALN 84.425J; T84.425K; 84.425L; 84.425M). Specifically, IHEs that received HEERF (a)(2) grant funds now may expend them on the acquisition of real property, renovations, or construction related to preventing, preparing for, and responding to the coronavirus. Before commencing any renovations, construction, or real property projects supported by HEERF (a)(2) grant funds, grantees must receive approval for the project from the Department.

⁶ Including funding to cover the cost of vaccine distribution.

Providing or subsidizing mental health resources for students who are experiencing additional mental health needs as a result of the COVID-19 pandemic, such as increasing the supply, diversity, and cultural competency of mental health providers; connecting students to care; and investing in community services and creating a culture of wellness and support. ⁷	\$ 0.00	\$ 0.00	\$ 0.00	
Conducting direct outreach to financial aid applicants about the opportunity to receive a financial aid adjustment due to the recent unemployment of a family member or independent student, or other circumstances, described in section 479A of the Higher Education Act of 1965. ⁸	\$ 0.00	\$ 0.00	\$ 0.00	
Replacing lost revenue from all sources. ⁹	\$ 0.00	\$ 0.00	\$ 0.00	
Other Uses of (a)(1) Institutional Portion funds.	\$ 16,020.00	\$ 0.00	\$ 0.00	
Quarterly Expenditures for Each Program	\$ 279,670.00	\$ 175,898.00	\$ 0.00	
Total of Quarterly Expenditures	\$ 455,568.00			

⁷ Note: Section 2003(5)(B) of the American Rescue Plan (ARP) requires that an institution use a portion of funds received under such Act to conduct direct outreach to financial aid applicants about the opportunity to receive a financial aid adjustment due to the recent unemployment of a family member or independent student, or other circumstances, described in section 479A of the Higher Education Act of 1965 (20 U.S.C. 1087tt). Institutions do not need to report an expense under this category every quarter but must do so at least once during the life of their HEERF grants. Please see the [HEERF ARP FAQs](#) for more information.

⁸ Please include funding provided to cover the cost of vaccine distribution in this line. Note: Section 2003(5)(A) of the ARP requires that an institution use a portion of funds received under such act to implement evidence-based practices to monitor and suppress coronavirus in accordance with public health guidelines. Institutions do not need to report an expense under this category every quarter but must do so at least once during the life of their HEERF grants. Please see the [HEERF ARP FAQs](#) for more information.

⁹ Please see the Department's HEERF Lost Revenue FAQs (March 19, 2021) for more information regarding what may be appropriately included in an estimate of lost revenue.

c) Estimate how much of the lost revenue reported above came from each of the following sources (if applicable):

Source of Lost Revenue	Estimated Amount	Explanatory Notes
Academic sources	\$ 0.00	
Unpaid student accounts receivable or other student account debts (including tuition, fees, and institutional charges)	\$ 0.00	
Room and board	\$ 0.00	
Enrollment declines, including reduced tuition, fees, and institutional charges	\$ 0.00	
Supported research	\$ 0.00	
Summer terms and camps	\$ 0.00	
Auxiliary services sources	\$ 0.00	
Cancelled ancillary events	\$ 0.00	
Disruption of food service	\$ 0.00	
Dormitory services	\$ 0.00	
Childcare services	\$ 0.00	
Use of facilities or venues, including external events such as weddings, receptions, or conferences (other than facilities associated with sectarian instruction or religious worship)	\$ 0.00	
Bookstore revenue	\$ 0.00	
Parking revenue	\$ 0.00	

Lease revenue	\$ 0.00	
Royalties	\$ 0.00	
Other operating revenue	\$ 0.00	
Total (a)(1) funds	\$ 0.00	
Total (a)(2) funds	\$ 0.00	
Total (a)(3) funds	\$ 0.00	
TOTAL HEERF	\$ 0.00	

Form Instructions

Completing the Form: On each form, fill out the institution of higher education (IHE or institution) name, the date of the report, the appropriate quarter the report covers (3/31/22, 6/30/22, 9/30/22, 12/31/22), the 11-digit PR/Award Number (number is found in Box 2 of your Grant Award Notification (GAN)) for each HEERF grant funding stream as applicable, the total amount of funds awarded by the Department (including reserve funds if awarded), and check the box if the report is a “final report.” Institutions that expended HEERF grant funds during the calendar quarter from January 1 – March 30, 2021 are required to post the quarterly report that involved the expenditure of HEERF II CRRSAA and HEERF I CARES Act funds. The Department did not previously affirmatively indicate this reporting requirement was in place for HEERF II CRRSAA funds. As such, institutions may have until the end of the second calendar quarter, June 30, 2021, to post these retroactive reports if they have not already done so.

In the charts, an institution must specify the amount of expended HEERF I, II, and III funds for each funding category: (a)(1) Institutional Portion; (a)(2), and (a)(3), if applicable. (a)(2) funds include Assistance Listing Numbers (ALNs) 84.425J (Historically Black Colleges and Universities (HBCUs)), 84.425K (Tribally Controlled Colleges and Universities (TCCUs)), 84.425L (Minority Serving Institutions (MSIs)), 84.425M (Strengthening Institutions Program (SIP)); (a)(3) funds are for ALN 84.425N (Fund for the Improvement of Postsecondary Education (FIPSE) Formula Grant) and 84.425S (SAIHE). Each category is deliberately broad and may not capture specific grant program requirements. Explanatory footnotes help clarify certain reporting categories. Provide brief explanatory notes for how funds were expended, including the title and brief description of each project or activity in which funds were expended. Do not include personally identifiable information (PII). Round expenditures to the nearest dollar. If there is no expenditure to report for a given cell, fill it with a “0.” Please refrain from using any symbols throughout the form, including but not limited to “~.”

Posting the Form: This form must be conspicuously posted on the institution’s primary website on the same page the reports of the IHE’s activities as to the emergency financial aid grants to students made with funds from the IHE’s allocation under (a)(1) of the CARES Act, CRRSAA, and ARP (Student Aid Portion) are posted. It must be posted as a digital PDF. No handwritten or scanned PDFs are allowed. Please refrain from adding additional material to the uploaded form. The PDF must be named in the following manner: [8-digit OPEID]_[Survey Name]_[Quarter/Year]_[Date of Release]. For example, 01177600_HEERF_Q32021_101021. The 8-digit OPEID can be found at the [DAPIP website](#) or the [NCES website](#). In the event a DUNS number applies to multiple OPEIDs, use the OPEID for the campus with the highest enrollment. The quarter pertains to the calendar year, following the same cadence the reporting periods follows. The date of release should be reported as the deadline for form submission, 10 days after the end of each reporting period. A new separate form must be posted covering each quarterly reporting period (September 30, December 31, March 31, June 30), concluding after either (1) posting the quarterly report ending September 30, 2023 or (2) when an institution has expended and liquidated all (a)(1) Institutional Portion, (a)(2), and (a)(3) funds and checks the “final report” box. IHEs must post this quarterly report form no later than 10 days after the end of each calendar quarter (October 10, January 10, April 10, July 10). Each quarterly report must be separately maintained in a PDF document linked directly from the IHE’s HEERF reporting webpage. Reports must be maintained for at least three years after the submission of the final report per 2 CFR § 200.333. Any changes or updates after initial posting must be conspicuously noted after initial posting and the date of the change must be noted in the “Date of Report” line.

needed, and completing and reviewing the collection of information. Under the PRA, participants are required to respond to this collection to obtain or retain benefit. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, application, or survey, please contact HEERFreporting@ed.gov, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.



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IT UPDATE

Fall Successes:

- Desktop Services
 - o Prepping classrooms, offices, departments, laptops and other equipment to be ready for use on campus for the first time in years
 - o Re-educating faculty and staff on use of systems to ensure smooth transitions
 - o Support for hybrid/hyflex meetings and learning across campus
- Network Services
 - o Completion of the security audit and risk assessment
 - o Maintaining GLBA compliance
 - o Telephony/phone system upgrades to add features and maintain support
 - o (In conjunction with the entire department, HR and area supervisors) Improved onboarding procedures for new employees
- Canvas Support
 - o Helpdesk
 - o Automation of Shell Creation and User accounts (Faculty)
 - o Previous practice had been manual taking a lot of personnel hours
 - o Streamlining processes
 - o Creating Manual of Canvas support processes
- Research and Planning Support
 - o Provided hands on technical support during new staff transition
- CVC Project
 - o Project coordination
- Application Fraud Support
 - o Developed reports to help identification of fraudulent applications
 - o Assisted in the identification of fraudulent applications/registrations.
- Incarcerated Transcripts
 - o Developed a process, including customization of transcript to include Logo, to do bulk printing of transcripts for Incarcerated students.
- Completion of security Audit for Banner systems.
- Started pre planning for SaaS migration
 - o Working with Ellucian providing functional and technical contracts for the project.
 - o Identifying blackout dates for functional areas.





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- Converting custom reports in Banner into Argos.
- Identifying custom processes to discuss with Ellucian as to how they can be accomplished in SaaS.
- Prepping functional areas for the tasks coming for them and what changes they can expect.
- Ellucian has already gotten our environment setup in the Cloud
 - Next step is to start to migrate our existing data.

Hopeful Projections for the Spring:

- Desktop Services
 - Audio/Visual upgrades and additions to the gym, cafeteria, and some classrooms
 - Continued hardware refresh campus-wide
 - Support for more classrooms and programs returning to greater on-campus presence
- Network Services
 - Repair of the damages to our fiber ring the occurring during the new LLRC construction
 - District-wide network refresh of switches
 - Expansion of datacenter compute/storage cluster resources
- Purge of Student Gmail accounts
 - Google has set a limit to the amount of storage we can have and we are well over that amount.
- SaaS
 - All consultants and Ellucian has been secured and allocated to our project.
 - Continue to prep our current environment/ processes to get ready for transition.
 - Projected starting dates for the Functional areas.
 - HR –Feb23 – Dec 23
 - Student – Feb23 – Feb 24
 - Curriculum – Jan23 – Jan 24
 - FA – Jan 23 – Oct 23
 - Fiscal – Jan 23 – July 23
- Canvas
 - Continue testing/fine tuning automating Shell Creation
 - Plan for use of the automated Shell creation for Summer/Fall terms.
- Support College Projects
 - Slate
 - CVC





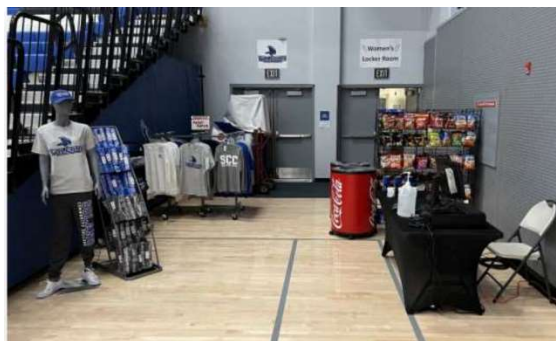
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VENDOR SERVICES UPDATE

Bookstore:

- Fall Successes (started in Oct 2022):
 - Over 215 students from SOAR and EOPS using textbook vouchers
 - Assisted with book orders for Rising Scholar Program
 - Over \$336K in overall sales
 - Established campus partnership with Athletics
- Spring Projections
 - Looking to find lower pricing for specialty kits (cosmetology, art, etc.)
 - AON accounts set up and ready for Spring 2023 semester
 - Looking to partner with some departments for student enrichment
 - Building additional relationships for lower textbook costs



Café:

- Fall Successes (started in Oct 2022):
 - Served an average of 85 students per day, plus an additional 90 students for the free soup program
 - Catered over 28 campus events
 - Built relationships with staff and students
- Spring Projections
 - Expanding the free soup program to include both centers
 - Extending operating hours to include evening students
 - Looking to partner with some departments for student enrichment



Student Health Services

- Going out to bid for a new Student Health Services Provider
 - Should have a selection to bring to the Board by April, for a start state of July 2023

NCCCSIA

Work Comp Claim Totals FY 20/21 / FY21-22 / FY 22/23

	7/1/2020 - 6/30/2021		7/1/2021 - 6/30/2022		7/1/2022 - 9/30/2022		Totals	
District	Frequency	Severity	Frequency	Severity	Frequency	Severity	Frequency	Severity
Butte-Glenn CCD	11	\$ 201,253	12	\$ 35,121	4	\$ 6,479	27	\$ 242,853
Feather River CCD	4	\$ 2,350	2	\$ 49,852	2	\$ 105,603	8	\$ 157,805
Lassen CCD	3	\$ 109,096	1	\$ 74,628	1	\$ 2,750	5	\$ 186,474
Marin CCD	13	\$ 60,142	7	\$ 72,703	5	\$ 56,575	25	\$ 189,420
Mendocino-Lake CCD	1	\$ 96,622	6	\$ 144,636	1	\$ 2,750	8	\$ 244,008
Napa Valley CCD	7	\$ 191,426	5	\$ 4,882	2	\$ 26,693	14	\$ 223,001
Redwoods CCD	3	\$ 3,274	8	\$ 20,053	1	\$ 2,850	12	\$ 26,177
Shasta-Tehama-Trinity Jt. CCD	15	\$ 155,979	19	\$ 242,172	3	\$ 80,772	37	\$ 478,873
Siskiyou Jt. CCD	5	\$ 109,211	5	\$ 202,364	2	\$ 10,950	12	\$ 322,525
Solano CCD	6	\$ 83,616	5	\$ 22,849	0	\$ 0	11	\$ 106,465
Yuba CCD	11	\$ 231,846	17	\$ 358,281	4	\$ 20,175	32	\$ 610,302
Totals	79	\$ 1,244,816	87	\$ 1,227,541	25	\$ 315,597	191	\$ 2,787,903

Data valued as of Sept. 30, 2022

NCCCSIA

WC CLAIMS FREQUENCY BY OCCUPATION AND CAUSE FY22-23 (JULY 1, 2022, THRU SEPT. 30, 2022)

OCCUPATION	CGHT IN/BTWN	CUT/PUNC/SCRIP	FALL/SLIP	STRAIN	STRUCK BY	Grand Total
ADMINISTRATION			1	1		2
CLERICAL			1	4	1	6
CLERICAL-STUDENT WKR			1			1
CUSTODIANS		1	1	1	1	4
DRIVER				1		1
FACULTY			1	1	1	3
FACULTY-STUDENT WKR				1		1
GROUNDSKEEPING	1		1			2
LABS/TRADES/SPECIAL ED				2		2
MAINTENANCE		1			2	3
Grand Total	1	2	6	11	5	25

WC CLAIMS SEVERITY BY OCCUPATION AND CAUSE FY22-23 (JULY 1, 2022, THRU SEPT. 30, 2022)

OCCUPATION	CGHT IN/BTWN	CUT/PUNC/SCRIP	FALL/SLIP	STRAIN	STRUCK BY	Grand Total
ADMINISTRATION			\$2,750	\$9,000		\$11,750
CLERICAL			\$44,025	\$18,000	\$23,943	\$85,968
CLERICAL-STUDENT WKR			\$2,750			\$2,750
CUSTODIANS		\$2,750	\$2,750	\$38,352	\$2,850	\$46,702
DRIVER				\$17,500		\$17,500
FACULTY			\$2,750	\$5,675	\$103,566	\$111,991
FACULTY-STUDENT WKR				\$2,750		\$2,750
GROUNDSKEEPING	\$2,750		\$24,920			\$27,670
LABS/TRADES/SPECIAL ED				\$3,550		\$3,550
MAINTENANCE		\$5,063			\$2,929	\$7,992
Grand Total	\$2,750	\$7,813	\$79,945	\$94,827	\$133,288	\$315,517

All data valued as of Sept. 30, 2022

WC CLAIMS FREQUENCY BY OCCUPATION AND CAUSE FY21-22 (JULY 1, 2021, THRU SEPTEMBER 30, 2021)

OCCUPATION	CGHT IN/BTWN	CUMULTV	CUT/PUNC/SCRIP	EXPOSURE	FALL/SLIP	OTHER	STRAIN	STRESS	STRUCK BY	Grand Total
ADMINISTRATION					2		3			5
CLERICAL				1		1	1		1	4
CLERICAL-STUDENT WKR							1			1
CUSTODIANS					1		1			2
DRIVER								1		1
FACULTY		1			1					2
FOOD SERVICE					1					1
GROUNDSKEEPING							1		1	2
LABS/TRADES/SPECIAL ED							1			1
MAINTENANCE	1	1	1				2		2	7
SECURITY			1							1
STUDENTS/ROP-ROC			1							1
Grand Total	1	2	3	1	5	1	10	1	4	28

WC CLAIMS SEVERITY BY OCCUPATION AND CAUSE FY21-22 (JULY 1, 2021, THRU SEPTEMBER 30, 2021)

OCCUPATION	CGHT IN/BTWN	CUMULTV	CUT/PUNC/SCRIP	EXPOSURE	FALL/SLIP	OTHER	STRAIN	STRESS	STRUCK BY	Grand Total
ADMINISTRATION					\$69,808		\$75,309			\$145,117
CLERICAL				\$421		\$23,194	\$794		\$1,148	\$25,558
CLERICAL-STUDENT WKR							\$1,056			\$1,056
CUSTODIANS					\$150,685		\$216			\$150,901
DRIVER								\$112		\$112
FACULTY		\$16,752			\$140					\$16,892
FOOD SERVICE					\$2,714					\$2,714
GROUNDSKEEPING							\$3,552		\$348	\$3,900
LABS/TRADES/SPECIAL ED							\$723			\$723
MAINTENANCE	\$820	\$166,756	\$626				\$21,073		\$1,340	\$190,616
SECURITY			\$862							\$862
STUDENTS/ROP-ROC			\$785							\$785
Grand Total	\$820	\$183,508	\$2,274	\$421	\$223,347	\$23,194	\$102,725	\$112	\$2,835	\$539,236

All data valued as of Sept. 30, 2022