

1 [Administrative Code - Amending the San Francisco City College Enrollment Fee Financial
2 Assistance Fund]

3 **Ordinance amending the Administrative Code to rename the San Francisco City**
4 **College Enrollment Fee Assistance Fund as the San Francisco Free City College**
5 **Program Financial Assistance Fund, clarify the permissible uses of monies**
6 **appropriated to this fund, add two members to this fund’s Oversight Committee, and**
7 **increase the number of required meetings for the Oversight Committee.**

8 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
9 **Additions to Codes** are in *single-underline italics Times New Roman font*.
10 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
11 **Board amendment additions** are in double-underlined Arial font.
12 **Board amendment deletions** are in ~~strikethrough Arial font~~.
13 **Asterisks (* * * *)** indicate the omission of unchanged Code
14 subsections or parts of tables.

15 Be it ordained by the People of the City and County of San Francisco:

16 Section 1. The Administrative Code is hereby amended by revising Section 10.100-
17 288, to read as follows:

18 **SEC. 10.100-288. SAN FRANCISCO FREE CITY COLLEGE PROGRAM**
19 **~~ENROLLMENT FEE ASSISTANCE~~ FINANCIAL ASSISTANCE FUND.**

20 (a) *Establishment of Fund.* **Establishment of Fund.** The San Francisco Free City College
21 Program ~~Enrollment Fee Assistance~~ Financial Assistance Fund (“the Fund”) is hereby
22 established as a category four fund to provide financial assistance to students at City College
23 of San Francisco (“City College”), as further specified in subsection (c).

24 (b) *Sources of Funds.* **Sources of Funds.** The Fund may receive any legally available
25 monies appropriated for this purpose.

(c) *Use of Funds.* **Use of Funds.** The Department of Children, Youth, and Their Families
26 (“the Agency Department”) shall use monies in the Fund to make ~~block~~ grants to reimburse City

1 College ~~to offset for~~ enrollment fees ~~and provide~~ and other education-related financial support
2 for students who are enrolled in credit courses at City College, ~~and who: (1) maintain their legal~~
3 residence or domicile in San Francisco, and are residents of California for tuition purposes or
4 qualify for a non-resident exemption or (2) are an employee of the City and County of San Francisco,
5 ~~the San Francisco Unified School District, or City College~~ (“Eligible Students”). As a condition of
6 accepting the monies, City College shall agree to use the ~~block~~ grants to: (1) ~~reduce or~~ waive
7 enrollment fees for Eligible Students, less any state or federal financial aid the student is
8 currently receiving for his or her education; or (2) for Eligible Students who are receiving other
9 financial aid covering their enrollment fees, for other education-related financial support,
10 including but not limited to monies for the purchase of required books and supplies, lab fees,
11 and activity fees, as specified in the ~~block~~ grant agreement. ~~Benefits from the block grant~~
12 ~~program need not be based on individual need, but no student shall receive benefits worth more than~~
13 ~~\$1,000 from the program for any academic year. For the 2017-18 and 2018-19 academic years,~~
14 Eligible Students shall not receive benefits exceeding their enrollment fees, or if they receive other
15 financial aid covering their enrollment fees, Eligible Students shall not receive education-related
16 financial support worth more than \$500 per academic year for full-time Eligible Students and \$200 per
17 academic year for part-time Eligible Students. Subject to appropriations made by the Board of
18 Supervisors and the Mayor, the Agency Department may use monies in the Fund to provide
19 additional education-related support to Eligible Students in future academic years. City College may
20 use up to ~~1% of the total amount of block grants disbursed from the Fund in each fiscal year~~ \$500,000
21 to pay the costs of implementation and administration of the program, including but not limited
22 to altering City College’s online enrollment program and hiring financial aid counselors to
23 provide information and support to Eligible Students.

24 (d) ~~Administration and Oversight of Fund.~~ Administration and Oversight of Fund. The
25 ~~Department~~ Agency Department shall administer the Fund.

1 (1) The ~~Department Agency~~ Department and City College shall develop and
2 execute an agreement governing the ~~block~~ grants and the process for applying for, calculating,
3 awarding, and disbursing payments to individual students. ~~The agreement shall provide for the~~
4 ~~proportional reduction in payments to individual students to the extent that the total of such payments~~
5 ~~would exceed the amount of the block grant. The agreement shall give priority to offsetting enrollment~~
6 ~~fee increases over other education-related financial support.~~

7 (2) (A) Any ~~block~~ grant agreement between the ~~Department Agency~~
8 Department and City College shall provide, as a condition of the grant, for the creation of an
9 Oversight Committee to review City College's implementation of the grant agreement and to
10 prepare an annual public report to the Mayor, the Board of Supervisors, and the ~~Department~~
11 ~~Agency~~ Department, as well as to City College, concerning the implementation of the grant
12 agreement and disbursements from the Fund. The agreement shall ~~designate an agency to~~
13 ~~specify that the~~ Agency Department and City College will provide administrative support for the
14 Oversight Committee.

15 (B) The Oversight Committee shall consist of ~~nine~~ ~~eleven~~ 11 members.

16 (i) The City College Board of Trustees shall appoint one member
17 of the Governing Board of City College, one City College financial aid counselor or specialist,
18 and one member ~~of from~~ the Office of the Chancellor of City College.;

19 (ii) ~~The the~~ City College Academic Senate shall appoint two faculty
20 members.;

21 (iii) ~~The the~~ City College Associated Students Executive Council
22 shall appoint one student body representative.;

23 (iv) ~~The the~~ Board of Supervisors shall appoint one member of the
24 Board of Supervisors and one person not otherwise eligible to serve in one of the dedicated
25 seats on the Oversight Committee.;

1 (v) ~~The~~ the San Francisco Board of Education shall appoint one
2 member of the Board of Education;

3 (vi) the Mayor shall appoint one member from the staff of the Mayor's
4 Office; and

5 (vii) the Controller shall appoint one member from the staff of the
6 Controller's Office.

7 If at any point, the City College Board of Trustees, Academic Senate, or
8 Associated Students Executive Council, or the San Francisco Board of Education declines to
9 appoint a member to one of the seats for which it has appointing authority and leaves that
10 seat vacant for more than 90 days, the Board of Supervisors may appoint a member of the
11 public to fill the seat until the appointing authority appoints a person to the seat. Each
12 member shall serve at the pleasure of the member's appointing authority, and shall serve for
13 the life of the Oversight Committee unless removed by the appointing authority. Any member
14 who misses three regular meetings of the Oversight Committee without the express approval
15 of the Oversight Committee at or before each missed meeting shall be deemed to have
16 resigned from the Oversight Committee ten days after the third unapproved absence. The
17 Oversight Committee shall inform the appointing authority of the resignation, and the
18 Oversight Committee shall also inform the Clerk of the Board of Supervisors.

19 (C) The Oversight Committee shall meet at least once every ~~four~~ three
20 months and shall comply ~~will all applicable~~ with the public meeting provisions of the Brown Act
21 and the Sunshine Ordinance.

22 (D) Unless the Board of Supervisors by ordinance extends the term of
23 the Oversight Committee, the Oversight Committee shall terminate on December 31, 2019.

24 (3) Notwithstanding the provisions of subsections (c) and (d), ~~the Department~~
25 ~~shall build and maintain within the Fund~~ it shall be the policy of the Board of Supervisors to

1 appropriate sufficient funds to the Fund to maintain a reserve of up to 100% of the estimated
2 annual funding needs ~~for the Fund~~.

3 (4) This subsection 10.100-288(d) shall become not become operative until the
4 City appropriates monies to the Fund. The subsection shall become operative upon the
5 effective date of a duly enacted ordinance appropriating monies to the Fund or resolution
6 approving acceptance and expenditure of a gift to the Fund.

7 Section 2. Effective Date. This ordinance shall become effective 30 days after
8 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
9 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
10 of Supervisors overrides the Mayor’s veto of the ordinance.

11 Section 3. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors
12 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,
13 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal
14 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment
15 additions, and Board amendment deletions in accordance with the “Note” that appears under
16 the official title of the ordinance.

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18 APPROVED AS TO FORM:
19 DENNIS J. HERRERA, City Attorney

20 By: _____
21 ANDREW SHEN
22 Deputy City Attorney

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