

Chabot-Las Positas Community College District
Office of Educational Services & Student Success

Meeting Notes

District Enrollment Management Committee (DEMC)

Friday, March 6, 2020

10:30 A.M. - 12:00 P.M.

District Office - Board Room

DEMC Membership

VOTING

		Present
Tom deWit (F)	CC	<input type="checkbox"/>
Jeff Drouin (F)	CC	<input checked="" type="checkbox"/>
Tom Orf (F)	LPC	<input checked="" type="checkbox"/>
Sarah Thompson (F)	LPC	<input checked="" type="checkbox"/>
Susan Sperling (A)	CC	<input type="checkbox"/>
Dyrell Foster (A)	LPC	<input checked="" type="checkbox"/>
Theresa Fleischer Rowland (A)	DIST	<input type="checkbox"/>
Doug Roberts (A)	DIST	<input checked="" type="checkbox"/>

NON-VOTING

		Present
Stacy Thompson (A)	CC	<input type="checkbox"/>
Miguel Colon (F)	CC	<input type="checkbox"/>
Kristina Whalen (A)	LPC	<input checked="" type="checkbox"/>
Rajeev Chopra (F)	LPC	<input checked="" type="checkbox"/>
Barbara Yesnosky (A)	DO	<input type="checkbox"/>
Angela Castellanos (C)	CC	<input type="checkbox"/>
Heidi Ulrech (C)	LPC	<input checked="" type="checkbox"/>
Eric Stricklen (C)	DO	<input checked="" type="checkbox"/>

Additional Meeting Attendees: Paulette Lino, Tamica Ward, Chasity Whiteside

Agenda

1. Welcome & Introductions
2. Approval of Notes
3. Enrollment Updates
4. EMC Report
5. Next Steps on Noncredit in Terms of Enrollment Potential and FTEF
6. SCFF Updates
7. Future Agenda Items

The Friday, March 6, 2020 District Enrollment Management Committee (DEMC) meeting was opened by Co-Chair Jeff Drouin.

1. Welcome & Introductions

Jeff Douin opened the DEMC meeting and asked for a round of introductions to take place for those in attendance.

2. **Approval of Notes**

Jeff tabled the February 7, 2020 meeting notes for the April 3, 2020 DEMC meeting.

3. **Enrollment Updates**

Jeff moved the meeting to enrollment updates and asked Las Positas College to provide their update.

Las Positas College Report Tom Orf reported enrollment for fall is down 1.53 percent and down 2.05 percent for spring. He indicated that Las Positas is holding steady and that there will be a few late start classes.

Chabot College Report Jeff Drouin reported that Chabot College is currently at 3977.45, which is down from last year and up from fall last year. He mentioned that late start classes will be coming on in the next week and that their pretty close to being where they should be.

The Committee discussed productivity buckets and whether to return to the model due to the concern that the productivity at each campus could be brought down by programs that have low productivity built in such as nursing and dental, which is beneficial to create productivity levels. To be further discussed at the April meeting.

Sarah suggested that we look at longer term Enrollment Targets for 3 years. She indicated that it could be a good exercise as it would take several years to play out and is worth discussing with all DEMC Committee members. To be further discussed at the April meeting.

4. **EMC Report**

Eric Stricklen presented the EMC tool to the Committee and what it does for head count by providing information for each term. Jeff proposed that both he and LaVaughn Hart would meet to develop a presentation sheet for DEMC to include parameters and bring back to the next DEMC meeting for discussion.

5. **Next Steps on Noncredit in Terms of Enrollment Potential and FTEF**

Jeff indicated that Chabot is still working the next steps for Noncredit and believes they have 7 that could be put on schedule. He then mentioned that their English faculty met and will have something for curriculum by the end of the term, which will most likely not go on schedule for a year until it goes thru the process. ESL is also likely a year out due to change in faculty.

Jeff asked Las Positas to report out on their next steps on Noncredit. Tom Orf mention that they are still trying to figure out what's going to work. Jeff suggested to keep pushing forward conversation in CEMC.

6. **SCFF Updates**

Doug Roberts provided a SCFF update and mention that a board presentation went out by email, which he hoped that all received. He then indicated that not much has changed and explained the calculation of the SCFF funding rates that was handed out to the Committee. Doug mention the SCFF applications for spring proposals are in various stages with some waiting for approval and some that have already been DocuSign.

7. **Future Agenda Items**

- Productivity Levels
- Longer Term Enrollment Targets
- Data Dashboard Term Progression Presentation Sheet
- Distance Education State Authorization

The District Enrollment Management Committee (DEMC) meeting was adjourned by Jeff with the next meeting scheduled for April 3, 2020.