

Chabot-Las Positas Community College District

Office of Educational Services & Student Success

Meeting Notes

District Enrollment Management Committee (DEMC)

Friday, October 7, 2022

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

Zoom: <https://zoom.us/j/98255222537>

DEMC Membership

VOTING

		Present
Tom deWit (F)	CC	<input checked="" 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 checked="" type="checkbox"/>
Dyrell Foster (A)	LPC	<input checked="" type="checkbox"/>
Theresa Fleischer Rowland (A)	DIST	<input checked="" type="checkbox"/>
Jonah Nicholas (A)	DIST	<input checked="" type="checkbox"/>

NON-VOTING

		Present
Jamal Cooks (A)	CC	<input checked="" type="checkbox"/>
Kristina Whalen (A)	LPC	<input checked="" type="checkbox"/>
Miguel Colon (F)	CC	<input checked="" type="checkbox"/>
Daniela Ballif (A)	DIST	<input checked="" type="checkbox"/>
David Rodriguez (LPC)	LPC	<input checked="" type="checkbox"/>
Rajeev Chopra (F)	LPC	<input type="checkbox"/>
Thomas Dowire (C)	CC	<input checked="" type="checkbox"/>
Liem Huynh (A)	DIST	<input checked="" type="checkbox"/>
Theresa Pedrosa (S)	CC	<input checked="" type="checkbox"/>
(S)	LPC	<input type="checkbox"/>

Additional Meeting Attendees: Simon Abramowitsch, Tracey Coleman, Dave Fouquet, Heike Gecox, Matt Kritscher, Emmanuel Lopez, Paulette Lino, Abigail Patton, Anette Raichbart, Nathaniel Rice, Rajinder Samra, Estella Sanchez, Elsa Saenz, Patricia Shannon, Dale Wagoner, Tamica Ward, Jeanne Wilson

Agenda

1. Welcome
2. Notes Approval – August 15, 2022
3. College Enrollment Updates
 - a. Chabot College
 - b. Las Positas College
 - c. CEMCs Share Thinking on Targets for 2023-24 that Close the Gap on Our FTES Actuals
 - d. CEMCs Bring Forward Suggestions on How, as a District, We Could Step Through Multi-Year Planning
4. DEMC's Deliverable
 - a. Review
 - b. Discussion
5. Assess Readiness for Target Recommendation to Chancellor
6. Summary/Future Meeting Topics

Agenda **1. Welcome - Theresa Fleischer Rowland** Time allotted | **5 mins** |

Discussion

Theresa Fleischer Rowland opened the meeting by welcoming everyone and mentioned we have a special meeting scheduled for October 28, 2022 which would be confirmed at the end of the meeting. She also mentioned a November 4th and December 2nd meeting.

Conclusion

Meeting Moved to Agenda Item 2.

Action items

No Action.

Agenda **2. Notes Approval-September 16, 2022 - Estella Sanchez**
Time allotted | **5 mins** |

Discussion

Estella asked for approval of the September 16, 2022 meeting notes.

Conclusion

Theresa Pedrosa motioned to approve the September 16, 2022 meeting notes, Jeff Drouin seconded.

Meeting Moved to Agenda Item 3.

Action items

Meeting notes approved for September 16, 2022.

Agenda **3. College Enrollment Updates** [with discussion] – **Chabot College and Las Positas College** Time allotted | **15 mins** |

Discussion

3a. Jeff Drouin reported Chabot College at seven (7) weeks into fall 2022 is up 0.93% compared to this time last year, overall Chabot is down 9% from two years ago (Fall 2020). He mentioned that they did have the Sheriff Academy come in, which was discussed at the last DEMC meeting.

3b. Tom Orf reported Las Positas College enrollment is down 7% over last year, which has been consistent over a period of three (3) weeks and down about 16% when compared to fall 2020.

3c. and 4d. Tom deWit shared Chabot CEMC conversation and thoughts on a District target of 15,000 FTES and productivity level of 450. He mentioned what makes sense is a 60/40 split between the colleges. Both Jeff and Jamal Cooks agreed with Tom.

Theresa asked for clarification on Chabot's productivity number and if there was any multi-year planning to report out from Chabot College's CEMC. Tom deWit acknowledged 450

has been hard to make, but the college would try to organize planning to make that target in the next year to three years.

For LPC, Tom Orf indicated that the 450 would be a good place to start. LPC is looking at a more reasonable target than in the past. He indicated that LPC's original idea was to look at taking the actuals for the fall semester, multiply by two (2) with thoughts that spring would be lower than the fall semester. Las Positas began to plug in numbers and figured that the number would need to be in between the actuals and the sixteen thousand FTES plus set last time. Tom Orf mentioned the 60/40 split to remind the Committee about discussions that took place at the last DEMC meeting on the Sheriff Academy. In that discussion LPC recommended removing Sheriff Academy to produce a split of 58.5/41.5. He indicated if LPC came up to 15,000 FTES that they would like the percentages to shift based on the previous Sheriff Academy discussion. Kristina Whalen agreed that 15,000 FTES was a good starting point.

Sarah Thompson stated 450 was infinitely more reasonable.

Conclusion

Theresa moved the meeting to Agenda item 4 DEMC's deliverable.

Action items

No Action.

Agenda 4. DEMC's Deliverable – Theresa Fleischer Rowland

Time allotted | **50 mins** |

Discussion

4a. Theresa reviewed with the Committee the shared Annually generated FTES vs. FTES Targets (per College) graph from the last meeting. She went on to review each factor in the DEMC FTES/FTEF worksheet such as program offsets, productivity number, FTES goal number and the percent between the colleges. Next, she mentioned the Committee's objective, which is to reach a target recommendation to the Chancellor for 2023-24 and discussed multi-year planning.

4b. Theresa invited discussion to hear all perspectives and indicated towards the end of the meeting she would assess the Committees readiness for a target recommendation to the Chancellor.

Jonah Nicholas thanked the College CEMCs for reporting out. H indicated that a 490 productivity was not realistic nor was an FTES target of 15,000. Jonah mentioned that he anticipated the District would achieve fewer than 13,000 FTES in 2023-24 based on where the trajectory was going. He suggested not only lowering the productivity to 450 but lowering the FTES to somewhere in the 13,000 range, which is 3,000 more FTES than what is expected this year.

Jeff mentioned at 13,000 there wouldn't be enough FTEF to run the programs and needs at Chabot College. Even at 14,000, Chabot College would lose a significant amount of FTEF,

which would need to be considered before going that low.

Jonah stated he agreed with Jeff and suggested by lowering the productivity in the target formula, FTEF can be sustained.

Dave Fouquet suggested lowering the productivity to 420 and the reasons why it should not be high, would result in students being unserved and an opportunity missed. It was shared that district-wide actual productivity is around 400. Dave reminded the group to think of the long view and not turn students away.

The Committee continued to have further discussion on the reasons why we're losing students, how to retain and recruit students. Sarah emphasized we need to get an understanding if we are losing students in the recruitment process or in retaining them. It would be helpful to know by headcount. Miguel Colon contributed we need to answer the question: why don't students come to us in the first place?

Related to recruiting and retaining students, Theresa shared the Equity-driven Enrollment Analysis project and approach of Kennedy & Co consultants, which includes student focus groups from Chabot College and Las Positas College with a focus on first time students, returning and transfer students, and California Promise/low-income students.

David Rodriguez shared his appreciation to both the Chancellor and Dionicia Ramos for sharing the work of Kennedy & Co at the LPC Classified Senate meeting.

Tom deWit stated the importance of having a target recommendation by the end of the meeting as the CEMCs need it to do their work.

Jonah asked if the spreadsheet could be shared to see potential figures and what the target formula would do in terms of overall reduction in FTEF. Jonah emphasized the need to lower the FTES and productivity to what is achievable.

Theresa walked through the FTES/FTEF worksheet. She stated that the work of the Committee is to get the targets closer to our actuals and finding the right balance between FTES and productivity, then thinking about the FTEF the Colleges need to put on schedule.

The Committee held discussion around FTEF allocation (cost and revenue) of the Sheriff Academy. The members agreed we need to resolve the Sheriff Academy ongoing discussion. The Committee worked through different scenarios for a FTES Target and productivity number with the FTES/FTEF worksheet. DeWit commented "we don't want any college hurt" and that some of the combinations of targets would force a mix of new colleges, adding "maybe that's where we're going but that's going to take a few years." Sarah put forward that LPC could not go lower than 400 FTEF in 2023-24.

Conclusion

Jeff requested we confirm the target and should there be added student demand, he wanted DEMC to ask the Chancellor to agree to add FTEF. Theresa confirmed Chancellor Gerhard

will continue his support of allocating more FTEF if needed.

After further discussion on the target and productivity number, Tom Orf made a motion on the 13,800 FTES target with a productivity of 435. Jonah responded that Tom Orf could make the motion, but it was not something he would be prepared to accept now.

Tom Orf made the motion. Sarah seconded.

Theresa asked Estella to take a vote of the voting members.

Motion carried, 7-1

Motion carried by the following roll call vote:

AYES: Tom deWit, Jeff Drouin, Sarah Thompson, Tom Orf, Jamal Cooks in proxy of Susan Sperling, Dyrell Foster, Theresa Fleischer Rowland

NOES: Jonah Nicholas

Action items

Educational Services and Student Success to formalize the FTES/FTES worksheet and move it forward as DEMC's recommendation to the Chancellor for 2023-24 with the inclusion that DEMC would be able to request an FTEF increase based on an increase in student demand.

Agenda **5.0 Assess Readiness for Target Recommendation to Chancellor - Theresa Fleischer Rowland** Time allotted | **10 mins** |

Discussion

No Discussion took place.

Agenda **6.0 Summary/Future Meeting Topics - Theresa Fleischer Rowland** Time allotted | **10 mins** |

Discussion

Theresa requested the Committee keep the October 28, 2022 Special meeting on their calendar and not to delete it.

Conclusion

No further discussions took place.

Action items

Meeting adjourned.