

# Chabot-Las Positas Community College District

Office of Educational Services & Student Success

## Meeting Notes

District Enrollment Management Committee (DEMC)

Friday, May 6, 2022

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

Zoom: <https://cccconfer.zoom.us/j/95548713977>

### 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 checked="" type="checkbox"/>
Thomas Dowire (C)	CC	<input checked="" type="checkbox"/>
Liem Huynh (A)	DIST	<input type="checkbox"/>
Theresa Pedrosa (S)	CC	<input checked="" type="checkbox"/>
Kyle Johnson (S)	LPC	<input type="checkbox"/>

Additional Meeting Attendees: Terri Anderson, Don Carlson, Tracey Coleman, Cynthia Gordon da Cruz, Dave Fouquet, Heike Gecox, Ronald Gerhard, Brian Goo, Matt Kritscher, Craig Kutil, Jennifer Lange, Dionicia Ramos Ledesma, Paulette Lino, Na Liu, Bobby Nakamoto, Dawn Neideffer, Anette Raichbart, Christina Read, Kirti Ready, Nathaniel Rice, Norberto Ruiz, Rajinder Samra, Estella Sanchez, Billy deLos Santos, Patricia Shannon, Rafael Valle, Dale Wagoner, Tamica Ward

#### Agenda

1. Welcome
2. Enrollment and Multi-Year Planning
  - a. Chabot College
  - b. Las Positas College
3. P2 Report for Chabot and Las Positas College
4. DEMC Dashboard Revisit
5. Future Meeting Topics and Closing
  - a. Suggest to Meet Over the Summer
  - b. Ad Astra: Predict – Monitor - Align

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

**Discussion**

Theresa open the meeting by welcoming everyone to the District Enrollment Management Committee meeting and reviewed the meeting with everyone in attendance.

**Conclusion**

Meeting Moved to Agenda Item 2.

**Action items**

No Action.

Agenda **2. Enrollment and Multi-Year Planning – Chabot and Las Positas**  
Time allotted | **5 min updates with discussion** |

**Discussion**

Jeff Drouin provided a brief enrollment report for Chabot College and mentioned the College is just under 19% and spring is 22% down. He then passed the reporting over to Tom Orf.

Tom provided his enrollment report for Las Positas College and mentioned the College has a good kickstart to summer, but has recently flatlined for at least three – four weeks. He mentioned that he ran the numbers for fall and indicated that they would have better numbers to report on at a later date.

Theresa mentioned that the agenda item was modified to include multi-year planning and asked each of the Colleges how discussions were going on the topic of multi-year planning and what is emerging.

Jeff responded that Chabot is in the process of building out their discipline plan for spring 23 and will begin to form a 23-24 discipline plan.

Tom responded that they are also in the process and looking at when they report their data that their looking at comparing it to the last two years, which will include a third year that they will go back and look at for a total of three years. He asked Kristina Whalen if she would like to add to his response.

Kristina mentioned she had a discussion with Dr. Jamal Cooks and plan to take a similar approach at the College by looking at diving into some of the programs to see where there was potential as its about where can they get enrollment. She also mentioned that at Las Positas College there's been discussion on campus about where they were with enrollment 20 years ago and that it is hard to do multi year planning when you don't have multi year budgets, so the question is how are the Colleges supposed to plan. A conversation about what planning looks like for year two or three would be appreciated.

**Conclusion**

Theresa indicated multi year planning is the goal and the direction we want to move in so

we have stability and can think about building schedules out to offer students the ability to register for two semesters at a time to lock into their schedule.

Meeting Moved to Agenda Item 3

### **Action items**

Colleges to continue to gather information for multi year planning.

Agenda **3. P2 Report for Chabot and Las Positas College – Jonah Nicholas**  
Time allotted | **15 mins** |

### **Discussion**

Jonah shared a few tables on his screen that were sent out to show fiscal year 2021-22 Attendance Reporting (FTES) and indicated that we were around 13,284 FTES and are down significantly. He mentioned an increase of FTES by 24 percent is needed to hit the FTES target and indicated were 5,539 FTES below what we were funded. The District would need to increase FTES before growth funding occurred, percent increase needed is 41.7% to get back to funded FTES. Jonah then paused for any questions or comments on the tables.

Dave Fouquet mentioned that we never achieved 18,823 FTES and that the District was hovering somewhere around 17,400 – 17,500 FTES. He indicated that the 5,539 goal is far and if we could get back to pre-recession level FTES.

Jonah mentioned that he does not disagree with Dave and its what our revenues is based on. We are looking at a 32% increase in order to get back.

Sarah Thompson questioned how are we compared to other districts.

Jonah responded that the Chancellor's office collects all the data and then publishes it on their website, which shows some lagging districts. It depends, based on different measures and how you measure it. Year after year FTES declined and you could measure it as to what percentage of a districts overall total computational revenue is comprised of hold harmless funding. Almost all districts are in the same boat.

### **Conclusion**

No further discussions took place.

### **Action items**

No Action.

Agenda **4. DEMC Dashboard Revisit – Theresa, Jeff, Tom, Rajinder**  
Time allotted | **15 mins** |

### **Discussion**

Theresa stated that over 2 years ago discussion took place about a common dashboard that compares term by term and in interest of continuous improvement, would like to know how everyone uses the dashboard that gets sent out every week to make sure the data is valuable and to be sure what is being produce is helpful to all. She asked the committee which columns on the dashboard are useful, most frequently used and which indicators were helpful or missing.

Tom Orf mentioned in CEMC the data they look at is FTES year to year comparisons, the percentage, capacity and fill rate, plus headcount.

Miguel Colon mentioned if we were modeling the future, how about looking at high school enrollment and predict data, core group of students and look at the population and how the demographic change versus where it was five or 10 years ago, as the demographics and markets have changed.

Tom deWit suggested we add success and equity data in context of modality.

Rajinder stated we have a great dashboard and we should be looking at the trends district-wide.

Jonah mentioned adding small changes from week to week, such as census number.

Theresa thanked everyone for their feedback and mentioned that we've looked at some data around students that are enrolling at both of our colleges and we could gravitate towards and think about action.

Brian Goo asked we want to increase enrollment and how do we approach enrollment management in terms of dashboard building in terms of data that people want to see.

Dave added he understands the trends and continuous change of enrollment. He questioned is it modality, do students not want to travel, by having a better understanding would help us with planning.

Sarah mentioned that in the past two years LPC awarded more degrees than before and that we are losing students due to success. The students are getting out, as Miguel mention its about the pipeline and trends. The student headcount at the UC has gone up because of the number of applications.

Miguel indicated that its important that we focus on freshmen with the CSU having large graduate programs.

Theresa mentioned that is make sense district why to pull the data together to look at enrollment trends, look at high school enrollment trends on the same year as graduation rates, at the college level or district-wide.

Jonah suggested to ask other districts to give counts of students by zip code to see how many students live in Livermore and go to a different school or how many students are coming from Alameda to see where were losing a large part of the population.

Miguel mentioned it would be great if the district could obtain data that is externally focus.

Theresa asked Rajinder to follow up, as the district does not have the research capacity.

Rajinder mentioned the most actionable data is students who apply, but don't enroll. The process of each college is about the onboarding as we are losing people in the pipeline. He moved to share with the committee fall results of the DEMC dashboard and pointed out the drop in active headcount. Rajinder reiterated what Jonah said earlier even if the student withdraws from all classes after census, they would potentially have W's on their transcripts and drop off the active headcount.

Theresa indicated that a better question that the group might want to know is head count of students who have stopped out right after census.

Patricia Shannon expressed that she is fascinated with the conversation and questioned what is the actionable and how does it help with the DEMC committee to make wise decisions. Patricia believes that the data points need to be connected and indicated that she does not disagree at looking at enrollment trends.

Brian agreed that the census number is the most important, especially for FTES and seeing students of active headcount.

Tom deWit mentioned if were going by census, the district has to be accountable. It has to be done by demographics and the unit/track headcount, so that we see those students that drop, what our percentages are and how many students were losing and where they fall in terms of equity.

### **Conclusion**

Theresa thanked everyone for their feedback and indicated the immediate thing to do is move to a census headcount.

### **Action items**

DEMC dashboard will reflect census headcount moving forward.

Agenda **5.0 Future Meeting Topics and Closing** Time allotted | **110 mins** |

### **Discussion**

Theresa closed the meeting and mentioned the next meeting will be at convocation on August 15.

### **Conclusion**

No further discussions took place.

### **Action items**

Meeting adjourned.