

Chabot-Las Positas Community College District
Office of Educational Planning

Meeting Notes

District Enrollment Management Committee (DEMC)

Friday, February 3, 2017

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

District Office - Board Room

DEMC Membership

VOTING

		Present
Tom deWit (F)	<i>CC</i>	<input type="checkbox"/>
Dave Fouquet (F)	<i>CC</i>	<input checked="" type="checkbox"/>
LaVaughn Hart (F)	<i>LPC</i>	<input checked="" type="checkbox"/>
Tom Orf (F)	<i>LPC</i>	<input checked="" type="checkbox"/>
Susan Sperling (A)	<i>CC</i>	<input type="checkbox"/>
Barry Russell (A)	<i>LPC</i>	<input checked="" type="checkbox"/>
Krista Johns (A)	<i>DIST</i>	<input checked="" type="checkbox"/>
Lorenzo Legaspi (A)	<i>DIST</i>	<input checked="" type="checkbox"/>

NON-VOTING

		Present
Stacy Thompson (A)	<i>CC</i>	<input checked="" type="checkbox"/>
Laurie Dockter (A)	<i>CC</i>	<input checked="" type="checkbox"/>
Roanna Bennie (A)	<i>LPC</i>	<input checked="" type="checkbox"/>
Barbara Yesnosky (A)	<i>DIST</i>	<input checked="" type="checkbox"/>
Angela Villasana-Castellanos (C)	<i>CC</i>	<input checked="" type="checkbox"/>
Heidi Ulrech (C)	<i>LPC</i>	<input checked="" type="checkbox"/>
Eric Stricklen (C)	<i>DIST</i>	<input type="checkbox"/>
Janet Campos (S)	<i>CC</i>	<input type="checkbox"/>
David Truelove (S)	<i>CC</i>	<input checked="" type="checkbox"/>

Additional Meeting Attendees: Jannett Jackson, Guisselle Nunez, Estella Sanchez, Dale Wagoner

Agenda

- 1.0 Review and Approval of Meeting Notes – November 4, 2016
- 2.0 CEMC Updates for Spring 2017
 1. Las Positas College – Roanna Bennie and LaVaughn Hart
 2. Chabot College – Stacy Thompson and Dave Fouquet
- 3.0 Review FTES and Productivity Targets for the Year 2016-2017
 1. Report Out by Each Campus
 2. Planning Implications
- 4.0 Discussion of FTES and Productivity Targets for the Year 2017-2018
- 5.0 Other Business
- 6.0 Future Meetings: 10:30 AM – 12:00 PM

The Friday, February 3, 2017 District Enrollment Management Committee (DEMC) meeting was opened by Krista Johns with an introduction of all attending the meeting and a brief update on District-wide enrollment including the importance of DEMC.

1.0 Review and Approval of Meeting Notes – November 4, 2016

Corrections were asked to be made to the November 4, 2016 meeting notes under Non-Voting Members. David Truelove indicated that he is the Associated Student for Chabot College, not Las Positas College and for 4.0 add to the last sentence “that it was practical”. David Fouquet concurred with David Truelove. The meeting notes were moved and approved as amended and noted.

2.0 CEMC Updates for Spring 2017

LaVaughn provided handouts to report Las Positas College current enrollment for spring is at 3,128.5 FTES, productivity is lower than what Las Positas College would like it to be and is expected to go up, Fill rate is at 86.77 percent. Currently not showing in Argos is the Sheriff Academy which closes in March with an estimate of 88 FTES and 20 FTES for Non-credit. For the year in total Las Positas College is up 2.2 percent from summer 2016 and to date FTES is around 7,200, which is including the Sheriff Academy and Non-credit.

Krista questioned the growth for Las Positas College. LaVaughn responded that Las Positas College has had a 4.49 percent growth in FY 15-16 from FY 14-15 and is estimating a 3 percent growth for FY 16-17.

Lorenzo questioned and asked to confirm the percentage growth from estimated actual target that was set of 7,200 projected actual comparing to the 7,166.55 target set. LaVaughn confirmed.

The Committee held a discussion around capturing positive attendance thru the tutorial center and how student hours are not being captured for work experience and internships.

LaVaughn continued her report for Las Positas College and indicated that CEMC is working on their discipline plans and which have been approved for FY 2017-18.

Dave Fouquet reported for Chabot College with current enrollment at 4,279.51 FTES and WSCH/FTEF down 90.5 from last year, which could be from additional late starts this semester from the previous year. He also indicated a bigger reduction at census in the spring, than in the fall and that the FTES numbers do not include nonresident. From the 2015-16 R1 report Chabot College has 213.2 nonresident and Las Positas College has 195.2. Dave finalized his report to indicate that the spring productivity for Chabot College is 465.

Stacy Thompson added to Dave’s report that Chabot College is productive as possible in meeting the needs of the students and gave credit to the Deans, Admissions and Record and the entire college for their efforts, but Chabot College had to cancel over 87 sections for spring due to low enroll or slowly being filled. In order to not leave their students without

classes, Chabot converted 50 sections to short term classes which helped increase their fill rate to 84 and FTES.

The Committee then held a discussion on short term classes and students being dropped for non-payment.

3.0 Review FTES and Productivity Targets for the Year 2016-2017

Discussed in 2.0 CEMC Updates

4.0 Discussion of FTES and Productivity Targets for the Year 2017-2018

A handout of the Memo by the Chancellor on the Acceptance of the recommendation by DEMC of a 500 Productivity level and FTES Target of 17,400 for FY 2017-2018 was provided to the Committee for discussion.

Krista mentioned to Lorenzo that she has not heard of any changes to the Target. In reviewing the numbers by the Colleges, Lorenzo indicated that the 17,400 FTES Target sounds reasonable to use in developing the budget for FY 2017-2018.

Krista mention in the discussion around the productivity and looking at the budget some change may be included on how scheduling is done to carry beyond one year. She then asked Chancellor Jannett Jackson about having a two year schedule at some point. Chancellor Jannett Jackson responded discussions took place a couple years ago regarding having a 2 year schedule, but at the time the software was not available and now there's a software called Live 25. The software allows scheduling for more than one year, which has not been rolled out and requires training. The Chancellor indicated that she is pushing Information Technology (IT) because were behind in our Technology and we need to start looking at a two year schedule.

The Committee then held a discussion around the productivity.

5.0 Other Business

None

6.0 Future Meetings – 10:30 AM – 12:00 PM

The February 3, 2017 District Enrollment Management Committee (DEMC) meeting was adjourned by Krista with a meeting scheduled for DEMC voting members on March 3, 2017.