

Chabot-Las Positas Community College District

Office of Educational Services & Student Success

Meeting Notes

District Enrollment Management Committee (DEMC)

Friday, March 1, 2019

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

District Office - Board Room

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 type="checkbox"/>
Roanna Bennie(A)	LPC	<input checked="" type="checkbox"/>
Open (A)	DIST	<input type="checkbox"/>
Ron Gerhard (A)	DIST	<input checked="" type="checkbox"/>

NON-VOTING

		Present
Stacy Thompson (A)	CC	<input type="checkbox"/>
Mon Khat (A)	LPC	<input type="checkbox"/>
Open (A)	LPC	<input type="checkbox"/>
Barbara Yesnosky (A)	DO	<input type="checkbox"/>
Chasity Whiteside (C)	CC	<input type="checkbox"/>
Heidi Ulrech (C)	LPC	<input type="checkbox"/>
Eric Stricklen (C)	DO	<input type="checkbox"/>

Additional Meeting Attendees: Diane Brady, Dave Fouquet, Matt Kritscher, Amir Law, Guisselle Nunez, Estella Sanchez, Trish Shannon, Tamica Ward Dial-In: Dale Wagoner

Agenda

- 1.1 Welcome and Introductions
- 2.1 Review and Approval of February 1, 2019 Meeting Notes
- 3.1 CEMC Enrollment Updates from the Colleges
- 4.1 Non Credit Target
- 5.1 Other Agenda Items
- 6.1 Agenda Items for Discussion at Next Meeting
- 7.1 Future Meeting Dates

The Friday, March 1, 2019 District Enrollment Management Committee (DEMC) meeting was opened by Ron Gerhard.

1.1 **Welcome and Introductions**

No introductions took place.

2.1 Review and Approval of February 1, 2019 Meeting Notes

Motion to approve the February 1, 2019 meeting notes was made by Roanna Bennie, seconded by Tom Orf.

3.1 CEMC Enrollment Updates from the Colleges

Jeff Drouin reported that enrollment at Chabot College is 4053.80 and down 132.85 (3.17%) FTES.

Ron questioned Chabot's annual projection of 9952.77. Jeff responded that the number was not accurate.

Tom Orf reported that Las Positas College is at 3203.97 FTES for spring and up 1.35 percent, which includes two (2) of the big academies, one (1) academy is remaining with 23 FTES. He then mentioned the trouble last month that Las Positas had with work experience credit being under reported has been corrected. Tom finalized his report, indicating that according to the SWOXEN report Las Positas is at 3224.95 and up 1.5%.

Sarah Thompson questioned if the reporting for both Colleges could be correlated so there is one standardized report.

The Committee held a discussion on having one report.

Jeff Drouin and Tom Orf to further discuss the matter. Ron mentioned that Bruce Griffin maybe helpful in regards to developing one report.

4.1 Non-Credit Update

Ron announced that a presentation/discussion on Non-Credit will be given by Craig Kutil in the Funding Formula Committee (FFC) due to the presenter from the State Chancellors office who was unable to attend. A report from the presentation/discussion taking place will be provided at the next DEMC meeting for further discussion around Non-Credit FTES target setting.

The Committee held a discussion on the back log at the State Chancellors office and mentioned the need to hire additional people in order to meet the needs of the Colleges.

Ron mentioned that he would share the concerns of DEMC to a group that's scheduled to meet the following week and at the Fiscal Advisory Committee meeting scheduled for March 15.

5.1 Agenda Items for Discussion at Next Meeting

- Standardizing Reporting Out Format
- Supporting Non-Credit on the Schedule
- Purview of DEMC

6.1 **Other Agenda Items**

6.1a Ron gave an update to the Committee on rollback and mentioned that funding was provided, except for a 15.75 FTES. He mentioned beginning in FY 18-19 an estimate of \$17.6M will be received and as of the beginning of the year thru the hold harmless years FY 20-21, a little over \$23M will be received as a District. Ron also provided information on the TCR for FY 18-19 P1, which is \$110,597,916. Further discussions on the rollback update will be held in PBC and FFC.

6.1b The Committee held a discussion on the topics discussed in DEMC and that the Committee needs to stick with the purview/charge of DEMC. The Committee also discussed the importance of DEMC taking place in the fall to set the target as a whole Committee and other meetings to take place with just the core group in the spring.

Ron suggested DEMC should meet in late spring to discuss Non-Credit FTES target setting, given that in fall the colleges are putting Non-Credit on schedule. He also suggested beginning the April meeting at 11:45 am with the agenda items being 5-10 minutes on updates and the main agenda item being Non-Credit.

7.1 **Future Meeting Dates**

The March 1, 2019 District Enrollment Management Committee (DEMC) meeting was adjourned by Ron with the next meeting scheduled for April 5, 2019.