

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

Meeting Notes

District Enrollment Management Committee (DEMC)

Tuesday, November 30, 2021

4:00 P.M. - 5:00 P.M.

Zoom: <https://cccconfer.zoom.us/j/99460605066>

DEMC Membership

VOTING

		Present
Tom deWit (F)	CC	<input checked="" type="checkbox"/>
Jeff Drouin (F)	CC	<input checked="" type="checkbox"/>
Sarah Thompson (F)	LPC	<input checked="" type="checkbox"/>
Tom Orf (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 (VPI)	CC	<input checked="" type="checkbox"/>
Kristina Whalen (VPI)	LPC	<input checked="" type="checkbox"/>
Miguel Colon (F)	CC	<input checked="" type="checkbox"/>
Rajeev Chopra (F)	LPC	<input type="checkbox"/>
Thomas Dowrie (C)	CC	<input checked="" type="checkbox"/>
David Rodriguez (C)	LPC	<input checked="" type="checkbox"/>
Liem Huynh (C)	DIST	<input checked="" type="checkbox"/>
Theresa Pedrosa (S)	CC	<input checked="" type="checkbox"/>
Kyle Johnson (S)	LPC	<input checked="" type="checkbox"/>

Additional Meeting Attendees: Abby Patton, Anette Raichbart-Saxe, Bobby Nakamoto, Craig Kutil, Dale Wagoner, Dave Fouquet, Debbie Trigg, Deonne Kunkel Wu, Donald Carlson, Heike Gecox, Jeanne Wilson, Kevin Kramer, Kirti Ready, Matt Kritscher, Paulette Lino, Rajinder Samra, Ronald Gerhard, Safiyyah Forbes, Estella Sanchez, Jamie Barancic.

Agenda

1. Welcome and Purpose of Special Meeting
2. Discussion: 2022-23 FTEF/FTES Enrollment Targets
3. Action Item: Vote on 2022-23 FTEF/FTES Enrollment Targets
4. Agree on Next Steps and Next Meeting
5. Other

The Tuesday, November 30, 2021 District Enrollment Management Committee (DEMC) meeting was opened by Theresa Fleischer Rowland.

1. **Welcome and Purpose of Special Meeting**

Theresa welcomed everyone to the DEMC meeting and shared the meeting agenda, reminding the group this was the first meeting operating with tri-chairpersons, adopted at DEMC's last month meeting to include Las Positas College representation. This model will be in place through June 30, 2022. Theresa then explained the purpose of the special meeting which was to come to a FTES/FTEF target recommendation for the Chancellor. The recommendation will be decided upon by a vote. As the district committee lead, Theresa will put the recommendation into a memo and send to the Chancellor. The Chancellor will then reply with a formal response.

2. **Discussion: 2022-23 FTEF/FTES Enrollment Targets**

Theresa shared an updated 2022-2023 Proposal Spreadsheet with the committee. She described the proposal as a four-point plan consisting of (1) a re-benching of FTES based on the recal report and stretch goals for the colleges. Theresa explained that (2) the FTES numbers were uncoupled from the FTEF formula historically used by the DEMC. In a previous DEMC meeting the committee inputted these same FTES numbers into a worksheet and the outcome was not ideal for the colleges. The determination based on group conversations was to (3) hold steady on the FTEF for the colleges. The FTEF proposed is exactly the amount of FTEF for this year, with a note that Chabot College has 13 FTEF for the ACSO made transparent. DEMC has had several conversations wanting to move in the direction of a multi-year plan, so the worksheet shows open columns as placeholders for a three-year plan. Theresa stated that (4) more conversations in CEMC and DEMC will need to take place in Spring 2022 on the topics of program offsets, lab load factors, non-credit FTEF, and multi-year plans. In addition to these topics, another critical topic for Spring discussions will be productivity targets and the plan to build back over the upcoming years. Theresa shared her hope that the colleges are able to build towards a 490-productivity number, a number that is sustainable and the district has carried for a long time. Theresa shared the purpose of holding steady on the FTEF was to recognize the need for faculty stability as well as the district's commitment to access for students.

Theresa then walked through the justification for the data presented in the proposal in front of DEMC. She shared the DEMC Target Analysis spreadsheet developed by Chancellor Ron Gerhard. This document displayed the approved targets and the actuals dating back to the 2017-18 school year. The numbers from the 2020-21 Recal Report, which are being used as a base in target planning, were also shared.

The next report Theresa shared was the proposed worksheet, this document included the re-benched FTEF/FTES number columns from the first spreadsheet. The proposed target for Chabot College was 9,540 FTES. This number was the product of the 2020-21 Actuals of 9,324 plus the 216 FTES stretch goal. The proposed target for Las Positas College was 6,542 FTES. This number was the product of the 2020-21 Actuals of 6,176 plus the 366 FTES stretch goal. After talking with LPC President Dyrell Foster, VP Kristina Whalen, and Tom Orf, Theresa shared the group consensus that there are plans going into place to assist LPC in their efforts to achieve such a large goal. What is proposed is for this year only, as the uncoupling of the formula is essentially reducing the productivity target without naming it as such. Theresa explained the colleges are encouraged to increase strategies to raise productivity to 490, but at the same time all understand the difficulty that the pandemic brings during these times. The proposed FTEF for Chabot College is 631.7, this includes the

addition of the Alameda County Sheriff's Office. The proposed FTEF for Las Positas College is 438.9. At the bottom of the worksheet is the total proposed FTEF for the district of 1070.60 as well as the budget numbers for each college. This completed Theresa description of the spreadsheets and proposed targets. She then asked for comments and questions from the group.

Tom Orf believed the proposal was fair and doable.

Jeff Drouin agreed.

Deonne Kunkel Wu shared her gratitude for the detailed spreadsheets shared regarding the uncoupling of FTEF and FTES.

Miguel Colon shared his hesitation of excitement when he felt unaware of the plan to attain these stretch goals.

Dave Fouquet shared the idea that maybe this was more of an aspirational goal which comes first, and next will be the plan of how to attain it. He also felt that there were some things on the spreadsheets that were strange to him. He would like to research those numbers further, especially in regards to the impact of the Sheriff's Academy. Dave also felt fine moving forward with the hold harmless approach given the strange circumstances, but wanted to assure that moving forward things will be fair no matter how the dust settles with this particular plan.

Theresa shared her confidence that will be the work going forward and shared her appreciation for everyone's comments.

3. **Action Item: Vote on 2022-23 FTEF/FTES Enrollment Targets**

Theresa moved to the next agenda item and shared the worksheet proposal numbers while calling for the vote. Estella, the meeting recorder, took the vote for the voting members.

Theresa Fleischer Rowland Yes

Tom deWit Yes

Jeff Drouin Yes

Sarah Thompson Yes

Tom Orf Yes

Susan Sperling Yes

Dyrell Foster Yes

Jonah Nicholas Yes

Motion Passed.

Theresa will write up the proposal in a formal memo and send to Chancellor Ron Gerhard.

4. **Agree on Next Steps and Next Meeting**

Theresa thanked everyone for the work done on this matter and proposed the regularly scheduled Friday, December 3 DEMC meeting to be cancelled.

Tri Chairpersons Tom and Jeff agreed.

5. **Other**

Next DEMC meeting to be Friday, February 4, 2022.