

**Chabot-Las Positas Community College District**  
Office of Educational Services and Planning

**Meeting Notes**

District Enrollment Management Committee (DEMC)

Friday, September 9, 2011

10:15 am

District Office – Multipurpose Room

- I. Introduction & Update 2011-12 Membership List
  - II. Distribute 2011-12 Meeting Calendar
  - III. Review and Approval of Meeting Notes – May 6, 2011
  - IV. 2011-12 Enrollment Targets
    - a. College Updates
  - V. Other
  - VI. Next Meeting – October 7, 2011
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**Attendance:** Joel Kinnamon, Kevin Ankoviak, Jeff Baker, Tom deWit, Neal Ely, Dave Fouquet, Kathy Kelley, Bob Kratochvil, Thomas Orf, George Railey, Sylvia Rodriguez, Dale Wagoner, Laura Weaver

**Handouts:**

- 1) Agenda
- 2) Meeting Notes – May 6, 2011
- 3) Meeting Calendar/Membership List
- 4) Allocation of FTEF by FTES

**I. Introductions and Update 2011-12 Membership List**

Dr. Kinnamon noted that an updated Membership List is provided by Ms. Ching.

**II. 2011-12 Meeting Calendar**

Dr. Kinnamon noted that the 2011-12 Calendar of Meetings for DEMC, DCC, and DBSG is provided by Ms. Ching.

**III. Review and Approval of Meeting Notes – May 6, 2011**

Mr. Fouquet noted that on page 1, under item I., third paragraph, FTES should be corrected to FTEF.

By motion made and seconded, the minutes were approved as corrected.

#### **IV. 2011-12 Enrollment Targets**

##### Las Positas College

Dr. Orf reported:

Fall: 3,093 FTES, 94.77% Fill Rate, Productivity 535 (per Mr. Wagoner).  
Summer: Productivity 555 (per Mr. Wagoner).

##### Chabot College

Mr. Wagoner reported:

Summer: 631 FTES, 119% Fill Rate, Productivity 686  
Fall: 4,791 FTES, 104% Fill Rate, Productivity 572.  
Total: 5,423 FTES

Mr. Wagoner reported Chabot College is down for Summer and Fall from last year.

Mr. Fouquet reported that the Total District target as approved by this committee in April, 2011 is 15,331. With P2 numbers and the scenario of Tier 2 cuts from the CCLC, the adjusted base, after the rollback of workload reduction is applied, is approximately 15,914. He noted that we are definitely over cap, and are not in jeopardy of missing our actual funding levels. He expressed that the target of 15,331 is too low. Discussion ensued.

Mr. deWit expressed that even though it is difficult, this District is doing better than many other districts.

Mr. Fouquet reported that if Tier 2 cuts don't materialize, our base would be 16,156 and questioned if we could make that target. Mr. Fouquet also expressed that if Tier 2 cuts don't materialize, we should look at putting FTEF back on schedule. Discussion ensued.

Mr. Wagoner reported that Districtwide, he estimates that it will be close to 16,000 (700 over what we planned). He cautioned cutting highly productive, high FTES generating classes.

It was suggested that rollbacks could occur next Summer Session.

The issue of the impact of student fees increasing to \$46/unit for Fall was discussed. It was suggested that it will change the clientele.

Mr. Wagoner noted that in the past, the District had rollbacks because it over cut, which was a mistake. The repercussions lasted several years. He expressed that the economy needs to be looked at each year separately.

Mr. deWit noted that the argument is all about the timing. He expressed that as long as we are collectively aware of the arguments, and are willing to be responsive to the moment...; we don't have the money to go to surge over cap.

**V. Other**

Mr. deWit reported that there currently are two issues with the Board of Governors that are relative to enrollment.

1) new prerequisites processes/policies, which will affect enrollment and potentially dramatically access (purview of Faculty/Curriculum Council).

2) Fee waiver – Scott Lay questioned if students who earn under 2.0 should be allowed to continue. Mr. deWit questioned if this was too drastic.

Mr. deWit suggested that this committee/District should have discussion regarding these two important issues, and the District should have some position.

**Prerequisites Proposal:**

Dr. Railey reported that the impact if implemented, would be that prerequisites would be put into place, effectively blocking certain (disadvantaged) individuals from taking the class and could have a huge impact on enrollment (50%) in some classes. The District per regulations is required to decide on a Districtwide Policy. The Colleges can choose whether to continue with the validation process, or use both or leave things as they are. He reported that the District Curriculum Committee discussed this issue this morning and will continue to have discussions. In addition, the College Curriculum Committees will have similar discussions. He reported that some Faculties have submitted prerequisite requests for courses; however, we will not move forward until we are compliant with regulation, i.e. a Districtwide Policy.

Mr. deWit questioned if the College Procedure on Prerequisites has to follow the District Policy? Dr. Railey reported that the College Procedure would be obliged to follow the Districtwide Policy.

Mr. Fouquet reported that twenty years ago, the District did not have enforced prerequisites; called the “right to fail.” He questioned the validity of this because once the District did start to put the prerequisites into place, he did not notice any improvement in the success rate of his students.

BOG Fee Waiver Proposal:

Mr. deWit reported that Puente and UMOJA have come out against the fee waiver proposal. In addition, multiple other organizations, especially those that serve students of color, have come out against it.

Dr. Kinnamon suggested that it would be important for the District to get some numbers on how the fee waiver change would impact our student population. He also suggested that those numbers could be shared with our colleagues representing special groups.

Mr. deWit suggested that the discussion should focus on what we are doing now to support those students and what we could do. He suggested that the data would include:

- How many of our students receive BOG waivers?
- How are those students doing – GPA's?
- What services do they interact with already?
- How many have been on academic probation?
- How are we working with those students?

Productivity:

In the discussion of productivity, Dr. Ely suggested that Las Positas College has the issue of class size limitations of more than 35-45 students because of the square footage space restrictions.

Mr. Wagoner reported that Chabot College has increased its capacity in on-line classes because of space restrictions.

In regards to on-line classes, Ms. Kelley raised the issue of attrition.

**VI. Next Meeting**

Next Regular Meeting is scheduled for Friday, October 7, 2011, at 10:30 a.m.

**VII. Adjournment**

The meeting was adjourned by a motion made and seconded.

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