

Chabot-Las Positas Community College District
Office of Educational Planning

Meeting Notes

District Enrollment Management Committee (DEMC)

Friday, May 1, 2015

10:30 A.M. - 11:30 A.M.

District Office - Board Room

DEMC Membership

VOTING

Present

Tom deWit (F)	<i>CC</i>	<input checked="" 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 type="checkbox"/>
Celia Esposito-Noy (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>LPC</i>	<input checked="" type="checkbox"/>
Barbara Yesnosky (A)	<i>DIST</i>	<input type="checkbox"/>
Chasity Whiteside (C)	<i>CC</i>	<input type="checkbox"/>
Heidi Ulrech (C)	<i>LPC</i>	<input checked="" type="checkbox"/>
Rachel Ugale (C)	<i>DIST</i>	<input checked="" type="checkbox"/>

Additional Meeting Attendees: Lisa Everett, Alex Ivanov, Paulette Lino, Barbara Morrissey, Don Miller, Estella Sanchez, Dale Wagoner

Dial-In: Matt Kritscher, Barry Russell, Connie Willis, Jim Wright,

Agenda

1.0 Review and Approval of Meeting Notes – March 6, 2015

2.0 CEMC Update

- a. Las Positas College – LaVaughn Hart
- b. Chabot College – Tom deWit

3.0 2015-16 Enrollment

4.0 FON

5.0 Future Meetings TBD – 10:30 A.M. – 12:00 P.M.

Tom deWit added to the meeting agenda the history of last year's allocation into the update from the colleges.

The Friday, May 1, 2015 District Enrollment Management Committee (DEMC) meeting was opened at 10:32 a.m. by Celia Esposito-Noy.

1.0 Review and Approval of Meeting Notes – March 6, 2015

Motion to approve the meeting minutes was moved by Tom Orf, seconded by Tom deWit and passed that the March 6, 2015 meeting minutes be approved.

2.0 **CEMC Update**

Tom deWit provided an update for both Chabot College and Las Positas College indicating that they're going to roll back this summer and mentioned significant claims to get the numbers straight. Chabot's FTES of 209 and Las Positas College FTES of 377, which totals 586 FTES is off the DEMC funded target of 16,861 and is a significant jump to the 17,122 P2 projected FTES goal. He then mentioned if the correct FTEF was received the two colleges would only be down 145 FTES off the new P2 target, which is less than 1 percent of a moving target and provides FTEF at appropriate levels at an appropriate time. Next, Tom spoke how marketing has been requested over the years in DEMC and is lacking at the colleges. He then spoke about setting a main group number as it's too high to plan straight and not having the proper FTEF at the colleges. Tom also provided a brief history of DEMC funding for FY 14-15 to the committee.

Tom handed the reporting over to LaVaughn Hart who provided an update for Las Positas College spring 2015 numbers. Las Positas College FTES is at 2973.65 with anticipation of an additional 60 (30 academy, 20 non-credit and 10 math jams) coming in for a total of 3,030 FTES. LaVaughn mentioned Las Positas College Target is 6927 and 377 short of the target. Las Positas College significantly increase summer plans by adding 30 percent and were at a 60 percent fill rate before the meeting. In addition the Sheriff academy will bring in 130 FTES and would bring Las Positas College up to 700 FTES for summer.

Celia suggested shifting the dynamic and the dialog of DEMC of where DEMC is currently and what needs to be done to increase enrollment for summer and fall.

The Committee held a discussion regarding the enrollment numbers for summer and what can be done now on a short time frame thru flexibility and responsiveness.

Lorenzo Legaspi walked the Committee thru the Allocation of FTEF by FTES for 15-16. He began with the FTES target of 17,191 that the Committee approved, Chabot College target 10,128.7 FTES and Las Positas target 7,061.9 FTES, which is based on the 14-15 base of 17,020 FTES. He then mentioned that we've developed our schedule on the original FTES target of 16,861 and that the 17,020 is just for budgeting purposes for 15-16. Lorenzo indicated that we adjusted our base from 16,861 to 17,020 to start out with a higher base to project 15-16 and we were going to get there by rolling back.

3.0 **2015-16 Enrollment**

Celia Esposito-Noy requested feedback from the committee in regards to the initial enrollment number, shall be 525 in Article 10 and why 515 was being used in the enrollment projections. Tom deWit responded that the language in Article 10 is outdated and that FA has negotiated Article 26 proposing language change to the contract.

Dave Fouquet mentioned about agreeing on the numbers for the FTEF allocation is to set the main group productivity number, which is set at 515 WSCH per FTEF as both colleges are operating at 500 this semester.

Celia questioned the Committee if they would like to do a workgroup over the summer to talk about intervention regarding enrollment. The Committee responded that they have commitments over the summer and would let Celia know their availability. Celia indicated that both she and Lorenzo will do some number crunching to let the Committee know what were looking at in dollars and cents. She also suggested to Lorenzo on holding a DEMC and PBC meeting together. Lorenzo mentioned that the decisions in DEMC feed into what they do in PBC and would map out a schedule to hold both meetings together.

Tom deWit mention that the numbers need to fit the allocation, with timing as it needs to go to the college, the college has to be in the middle of the analysis, has to allocate to the divisions and disciplines, then work on the discipline plans and time to get out a schedule. He stated that the Committee needs to know in October.

4.0 **FON**

Celia mentioned to the Committee that her understanding is that the Faculty positions have been and are almost complete at both colleges, except for special programs and counselor at Chabot that's being proposed and SSSP funded counselor at LPC. All other Faculty positions that need to be hired to meet FON are done or near done and will need to go to the May Board.

Lisa Everett made a request to get updates on the FON for the following year sooner, so they may start planning sooner.

Celia mentioned to the Committee to expect a FON in October or November.

5.0 **Future Meetings – 10:30 A.M – 12:00 P.M.**

Celia acknowledge Dave Fouquet in regards to his teaching schedule and questioned the Committee if the time of DEMC needs to be changed in the fall as it conflicts with Committee members teaching schedules or will the Committee members appoint someone else to be on the Committee.

Dave mentioned that he will not be teaching in a morning class in the fall and will be available on Fridays.

Celia then questioned the Committee if the day and time of the DEMC meeting will work for everyone. The Committee agreed that the day and time will work.

Future meeting dates will be determine for academic year 2015-16. The meeting was adjourned by Celia at 12:01 p.m.