

OFFICE OF THE VICE CHANCELLOR EDUCATIONAL SERVICES & STRATEGIC PLANNING

District Enrollment Management Committee

Thursday, December 8, 2022

Zoom

3:00-5:00 pm

MEETING MINUTES

Meeting called to order: 3:02 pm

Present: Esmeralda Abejar, John Adkins, AnnaMarie Amezcuita, Majd Askar, Melissa Bader, Raj Bajaj, Kimberly Bell, Quinton Bemiller, Christopher Blackmore, Aaron Brown, Peggy Campo, Chris Clarke, Jamie Clifton, Torria Davis, Mark DeAsis, Kristine DiMemmo, John Geraghty, Elizabeth Hilton, Jake Kevari, Sandra Martinez, Wendy McEwen, Susan Mills, Michael Peterson, Jeff Rhyne, Kevin Stewart, Christopher Sweeten, Kaneesha Tarrant, Kyla Teufel, David Torres, Tom Vitzelio, Lynn Wright, Lijuan Zhai

Guests: Bryan Medina

Absent: Michael Collins, Felipe Galicia, Jason Parks, Juan Carlos Ponce, Phillip Rawlings, Mark Sellick

I. Approval of Agenda & Minutes

- a. **Approval of December 8, 2022 Agenda:** 1st Peterson, 2nd Amezcuita; Approved unanimously No abstentions
- b. **Approval of November 10, 2022 Minutes:** 1st Peterson, 2nd DiMemmo; Approved unanimously No abstentions

II. FTES Update

Dean Raj Bajaj presented an FTES update and informed that Moreno Valley College reflects a change primarily due to Fire Technology classes that started in Spring with an end date in November that are still showing zero enrollments, but have the potential of picking up FTES. Moreno Valley College will work on updating the positive attendance for Ben Clark to be captured in the P1 reporting due January 15, 2023. They will also collaborate with Dean Bajaj to develop a mechanism to better track the positive attendance for Ben Clark with more accuracy. Since the P2 FTES reporting is due in April and the census enrollment will become available, at the next DEMC a full year FTES projection can be presented to give a better idea of FTES status.

Credit FTES

FTES by Term 2022-2023										
Credit FTES	summ22	Actual Summ22	Difference	Target Fall 22	Fall 22 FTES Dec	Difference	Target Winter 23	Target Spring 23	College Yearly Target	Original Target
MVC	593.17	488.00	(105.17)	2,695.07	2,540.00	(155.07)	564.80	2,594.49	6447.53	6447.53
NC	588.67	530.00	(58.67)	2,963.56	2,465.00	(498.56)	544.80	2,587.90	6684.93	6684.93
RCC	1615.90	1,264.00	(351.90)	6,628.96	6,521.00	(107.96)	1,484.75	6,254.94	15984.55	15984.55
District	2797.74	2282.00	(515.74)	12287.59	11526.00	(761.59)	2594.35	11437.33	29117.01	29117.01

Nonresident FTES

College	Summer 22 Target	actual sum22	Fall 22 Target	Est Fall 22	Winter 23	est.win.dec	Spring 23	Yearly Target
MVC	11.64	6.66	41.78	33.43	9.76	5.00	28.68	91.86
NC	11.56	12.81	61.22	57.00	9.27	12.00	49.17	131.22
RCC	31.20	19.31	125.08	127.00	23.46	20.00	106.68	286.42
District	54.40	38.78	228.08	217.43	42.49	37.00	184.53	509.50

Noncredit

NONCREDIT FTES	SUMM22	Fall 22 Est
	non-credit	
MVC	0.22	5
NOR	0.75	8.5
RCC	21	90
District	21.97	103.5

III. FTES 12-6-2022 Winter and Spring 2023

Associate Vice Chancellor Lijuan Zhai presented an FTES update that compares current FTES to last year. The data is slightly different than the data presented by Dean Bajaj because it displays all FTES including Credit, Nonresident, and Noncredit. It is important to note that comparing Spring 2023 to Spring 2022 was a bit complicated because last year registration was decoupled. Overall, a 3.7 percent is projected for the year. Districtwide marketing campaigns are underway to help boost Spring enrollments.

FTES Data as of 12/6/2022 (5 weeks of registration) - Registration Started on 10/31/22

FTES vs. Target	SU22 As of 7/30/2022			SU21	SU21 Last Year As of 7/30/2021			Change from Last Year	Change from Last Year	
	Target	Enrolled FTES	% of Target		Target	Enrolled FTES	% of Target		FTES	% Change
RCC Summer 2022	1,477	1,320	89%	SU21	1,411	1,426	101%	-106	-7.4%	
NC Summer 2022	600	545	91%	SU21	663	505	76%	40	7.9%	
MVC Summer 2022	605	514	85%	SU21	637	549	86%	-35	-6.4%	
RCCD	2,682	2,379	89%	RCCD	2,711	2,480	91%	-101	-4.1%	
Fall22 As of 12/6/2022 (Tuesday)										
RCC Fall 2022	6,754	6,580	97%	FAL21	7,887	6,213	79%	367	5.9%	
NC Fall 2022	3,025	2,524	83%	FAL21	3,315	2,400	72%	124	5.2%	
MVC Fall 2022	2,737	2,486	91%	FAL21	2,953	2,132	72%	354	16.6%	
RCCD	12,516	11,590	93%	RCCD	14,155	10,745	76%	845	7.9%	
Winter 23 As of 12/6/2022 (Tuesday)										
FTES vs. Target	Target	Enrolled FTES	% of Target	WIN22	Target	Enrolled FTES	% of Target	Change from Last Year		
RCC Winter 2023	1,508	1,261	84%	WIN22	1,575	1,253	80%	8	0.6%	
NC Winter 2023	554	487	88%	WIN22	564	397	70%	90	22.7%	
MVC Winter 2023	575	432	75%	WIN22	601	431	72%	1	0.2%	
RCCD	2,637	2,180	83%	RCCD	2,740	2,081	76%	99	4.8%	
Spring 23 As of 12/6/2022 (Tuesday) - 5 weeks of registration										
FTES vs. Target	Target	Enrolled FTES	% of Target	SPR22	Target	Enrolled FTES	% of Target	Change from Last Year		
RCC Spring 2023	6,362	3,447	54%	SPR22	6,663	3,482	52%	-35	-1.0%	
NC Spring 2023	2,637	1,227	47%	SPR22	2,967	1,182	40%	45	3.8%	
MVC Spring 2023	2,623	982	37%	SPR22	3,090	1,056	34%	-74	-7.0%	
RCCD	11,622	5,656	49%	RCCD	12,720	5,720	45%	-64	-1.1%	
Spring 22 Last Year As of 1/4/2022 (Tuesday) - 5 weeks of registration										
Total										
Fall, Summer, Winter, Spring	29,457	21,805	74%		32,326	21,026	65%	779	3.7%	

Note: Winter 22 and spring 22 registration were de-coupled; therefore, spring 22 registration started on 11/29/21.

IV. FTES Basics

Associate Vice Chancellor Lijuan Zhai presented training material to help understand computation of FTES and offered to present a review of FTES calculations. This information provides calculations in alignment with District Strategic Plan objective 4.5 – regarding district level efficiency of 595, which translates to 18.5 FTES per FTEF (Full Time Equivalent Faculty) for 16 weeks schedule. The committee discussed in detail the difference between 525 contact hours versus 525 efficiency, and how efficiency of 595 is computed.

V. FTEF Efficiency Data

Associate Vice Chancellor Lijuan Zhai presented FTEF and Efficiency data and informed that the data presented includes and excludes certain criteria. The presentation included data on reassigned time, instructional FTEF, and FTES and Cap FTEF by departments broken down for each college.

VI. AB1111 Discussion

Instructional Support Coordinator Bryan Medina provided a brief overview of AB1111 Common Course Numbering legislation that goes into effect in 2024-25. AB1111 states that the community college system must implement a student-facing common course numbering system published in category. Essentially, if 50 of the colleges offer English 1a and the state chancellor's office makes the determination that we need to call it ENG 100, that will be the guidance provided to us. As it stands, there is no official guidance from the state chancellor's office yet, and we do not know the impact, but it could affect curriculum, colleague, catalogs, scheduling, and associated programs with those courses. The heavy lift would be on updating anywhere the courses are listed, such as websites and additional publications we produce to make these changes across the district. The hope is to get everything administratively cleaned up within the timelines.

VII. Workgroup Updates

a. EduNav

Vice President Kaneesha Tarrant shared an EduNav report and informed that version 5.5.6.2 is ready for deployment, and it will resolve some issues that we have around curriculum, security, and functionality, in particular the read-only function that we need for many of our student services areas to assist students with their educational planning needs. Updates to the list of users for view-only are being worked on. There has been discussion about reengineering how add codes operate in EduNav. It has been an operational issue in the past that we want to make sure it gets resolved moving forward to ensure EduNav is only allowing students to add classes appropriately within our given timeline and structures. We have a new EduNav Success Manager, Ana Gonzalez, who will be working with us moving forward.

The current EduNav report is as follows:

RCCD Nov 28th - Dec 5th (2022)	RCC	NC	MVC	Total
Unique students	4,861	1,405	1,342	7,608
Sessions	7,603	2,118	1,536	11,257
Successful registered unique students	2,214	597	507	3,318
Successful registration attempts	4,238	1,039	943	6,220
Average rating	4.24	4.46	4.75	4.48

VIII. Other

No other item was discussed.

IX. Future Meeting Dates

The next DEMC meeting is scheduled for March 9, 2023.

Meeting Adjourned: 4:17 pm