

# District Enrollment Management Committee

February 28, 2014

3:00pm – 4:30pm

Riverside City College, Room AD 109

## MEETING MINUTES

### Members Present:

**Moreno Valley College Members:** Dr. Ryan Carstens, Interim Vice President Academic Affairs; Dr. Chris Rocco, Associate Professor, Humanities

**Norco College Members:** Dr. Diane Dieckmeyer, Vice President, Academic Affairs; Melissa Bader, Associate Professor, English

**Riverside City College Members:** Dr. Susan Mills, Interim Vice President, Academic Affairs; Lee Nelson, Associate Professor, Nursing

**District Members:** Dr. Robin Steinback, Interim Vice Chancellor of Educational Services Workforce Development and Planning; Aaron Brown, Vice Chancellor, Business & Financial Services; Chris Carlson, Chief of Staff and Facilities Development; Raj Bajaj, Dean, Institutional Reporting and Educational Services

**Members Absent:** Dr. Richard Mahon, Professor, Humanities; (Riverside City College)

**Guests:** Beth Gomez, VP Business Services, (Norco College); Norm Godin, VP Business Services Moreno Valley; David Vakil, Dean of Instruction, Moreno Valley College

**Welcome & Introductions:** Robin Steinback called the meeting to order at 3:09 p.m. Vice Presidents of Business Services, Beth Gomez (Norco College) and Norm Godin (Moreno Valley College) were welcomed.

**Minutes:** The meeting notes from the February 6 meeting were approved as written. (M/L. Nelson S/D. Dieckmeyer- motion passed)

### Update on Budget Planning FY2014-15 (Aaron Brown, Vice Chancellor Business & Financial Services)

FY 2013-14 Credit FTES Projections (post P1 Reporting): Vice Chancellor Aaron Brown provided an update on the budget. RCCD's funded credit base in 2013-14 began at 25,052.19 FTES. Post Period 1 apportionment reporting (P1) in January, our district's funded based was increased 2.64% by the state for a total funded credit base of 25,714.31 FTES. Current projections show that we may produce a total of 26,672 FTES for a total of 3.7% unfunded FTES. Currently there is a projected property tax shortfall estimated to be about \$226 million, however he does anticipate that there will be funding available in the community college system for previously unfunded FTES at the end of the year. It is highly likely that the unfunded FTES that we produce in 2013-14 will be ultimately be funded. We will know more at P2 reporting (April).

FY 2014-15 Credit FTES Projections: The recalculated credit base of 25,714 rolls in for our base for 2014-15 year. The Governor's proposed budget for 2014-15 includes 3% access (in FTES). The growth formula used for distributing FTEs in the community colleges sunset with the 2008-2009 year. It is unknown at this time specifically how the 'access' will be distributed. There is a state-wide task force/consultation council currently working on a growth formula. The Department of Finance has put forth some criteria by which they would like to see the growth/access distributed. The state-wide consultation council is considering these and others for a new distribution formula. It is also possible that the 3% for access may be shifted downward with the difference in funds shifted to something else. As a system, enrollments in the community colleges have softened and collectively we may not be growing at a high enough rate to achieve the 3%. Still others in the state have proposed that the 3% would be better channeled to some other purpose. The outcome of these discussions is unknown. However, the RCCD tentative budget for 2014-15 includes the 3% access in the Governor's budget proposal + 4% unfunded FTES. As of this time, the tentative budget for RCCD assumes:

|                            |   |                 |
|----------------------------|---|-----------------|
| Credit Base FTES           |   | 25,714.32       |
| 3% Access                  | + | 771.43          |
| Total Funded Credit FTES   |   | <hr/> 26,485.75 |
| 4% Unfunded Credit FTES    | + | 1,059.43        |
| 2014-15 Credit FTES Target |   | <hr/> 27,545.18 |

Credit FTES, Funded vs Actual, FY2008-09 – FY2014-15 (projected) The committee also reviewed a slide from the 2014-15 Budget planning presentation that shows the relationship between funded and unfunded FTES for RCCD for the period of 2008 through 2014-15 (projected).

(Revised) Distribution of Base + 3% Access by College, FY 2014-15, post P1: Robin Steinback presented an excel spread sheet that displayed the revised FTES target for the RCCD inclusive of the recalculations, post P1. She noted the data were displayed to distinguish funded credit base, from 3% access and 4% unfunded growth because any of these data points are subject to change. The funded base could change depending upon results of P3 system-wide. The Governor's proposal for 3% access could hold, or as Aaron noted, others in the state could prevail and the % for access could change. Finally, the actual number for unfunded FTES (4%) is subject to change if either or both the credit base or access is recalculated.

**Review Committee's Recommendation (2/6/14) regarding distribution of Unfunded FTES:** The committee discussed the revised calculations and information brought to committee about college capacities for enrollments that was not available at the meeting on February 6. The committee engaged in a lively and focused discussion on committee process, relationship of FTES allocation to budget allocation, potential impact of FTES allocation on building proposals in the state-wide construction queue, and place of the Enrollment Management Committee as a recommending body in the larger governance structure of the District. As a result of this discussion, the committee agreed to the following:

Recommend that College FTES targets for the 2014-15 academic year be based upon the established historical pattern (23.10% to Moreno Valley, 23.10% to Norco College, and 53.8% to Riverside City) with the provision that that District Enrollment Management Committee conduct research on best practices in other multi-unit/multi-college districts and develop by the end of this academic year, a plan for the distribution of FTES according to well defined criteria and metrics. (M/Nelson S/Rocco – motion passed).

If additional FTES become available for 2014-15 become available, the distribution will be based on a revised model with established criteria. (M/Dieckmeyer, S/Carstens – motion passed)

The committee will establish a meeting schedule and strategies for sharing information for the remainder of the spring semester that ensures successful completion of a revised model for distribution of FTES.

The committee agreed to develop formalize the committee charge, membership, meeting schedule, and relationship to District Strategic Planning Council and Chancellor's Executive Cabinet.

### Work for Remainder of Year ....

The Committee agreed to meet again in three weeks (3/21). In the intervening time members agreed to send their ideas for metrics, criteria and models for FTES distribution to Raj Bajaj who agreed to aggregate this information for the next meeting. Robin Steinback agreed to work with district staff to implement a committee webpage so that our meeting agendas, notes, documents and ideas can be easily accessed by interested parties.

The Next Meeting is scheduled for 1:00 p.m. on Friday, March 21. Room to be announced.

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