

**Office of the Chancellor**  
**RCCD Enrollment Management Committee**

Thursday, November 17, 2016  
CAADO, Conference Room 209  
3:00-5:00pm  
Minutes

**Meeting called to order: 3:03 pm**

**Present:** Dennis Anderson; Aaron Brown; Chris Carlson; Peggy Cartwright; Mark DeAsis; Diane Dieckmeyer; Darren Dong; Nathaniel Jones; LaTonya Parker; Rolando Regino; Mark Sellick; David Torres;

**Guest:** Delia Tijerina

**Absent:** AnneMarie Amezquita; Melissa Bader; Raj Bajaj; Michael Burke; Jim Buysse; Peggy Campo; Heather Edberg; Dyrell Foster; Beth Gomez; Melody Graveen; Chris Rocco; Kathleen Sell; Robin Steinback; Sal Soto; Scott Tracey

**Approval of Agenda and Minutes- 1<sup>st</sup> David/ 2<sup>nd</sup> Peggy**

**Introduce Special guest: Delia Tijerina-** Outreach supervisor at RCC

Wants to move to a district consortium where they can, once or twice a year, come together and have a place where everyone from outreach can come together to talk.

**Discussion Items**

**Spring Schedule- D. Dong**

Schedule data: 1<sup>st</sup> draft of schedule roll out is complete. IDS's need to make any Initial changes and submit into colleague. The next run would be to pull out the instructor names and IDS's will have another chance to review before final is sent out to the colleges.

Information Page: Heather and Denise are working on the informational page content.

**Student Survey Update- P. Cartwright/ D. Torres**

Idea is to reach the 17,082 students who did not complete the registration process. Uploaded all the emails into survey monkey; have received 331 responses thus far.

Will follow up in about a week or so and send another reminder. Want to reach the goal of 800-1000 student responses.

Have some preliminary numbers but will discuss more in detail at next month's meeting.

**c. FTES Update- D. Anderson for R. Bajaj**

Projected FTES shortfall for the District is -937.21. If these numbers hold, we will be short from our base by 100 FTES.

MVC -269.77

NOR -63.43

RCC -604.01

The application process makes it difficult to identify the student type and status. IT will put on high priority and discuss with new AVC.

Need to discuss FTES action plans further and roll over to next month's meeting.

**d. Melt Rate- D. Torres**

From census day to the date to drop with a "W" grade, head count decreases by 7.3% and enrolled spaces decreases by 14.3%. David is in the process of taking this data apart to determine what is causing this trend.

Will look at the Early Alert Notices to see if there is any correlation with the drops. As he continues to work on this, will report back to the group.

**Meeting Adjourned: 3:42 pm**

**Next Meetings:**

November 17, 2016	March 16, 2017
December 8, 2016	April 20, 2017
January 19, 2017	May 18, 2017
February 16, 2017	