

**OFFICE OF THE VICE CHANCELLOR
EDUCATIONAL SERVICES & STRATEGIC PLANNING****District Enrollment Management Committee**

Thursday, May 12, 2022

Zoom

3:00-5:00 pm

MEETING MINUTES**Meeting called to order: 3:02 pm**

Present: Aaron Brown, John Adkins, Melissa Bader, Raj Bajaj, Quinton Bemiller, Christopher Blackmore, Chris Clarke, Torria Davis, Mark DeAsis, Kristine Di Memmo, Felipe Galicia, Rebecca Goldware, Maria Gonzalez, Elizabeth Hilton, Jake Kevari, Carlos Lopez, Jason Parks, Jeff Rhyne, Christopher Sweeten, Kaneesha Tarrant, Kyla Teufel, David Torres, Lynn Wright, Lijuan Zhai

Absent: Esmeralda Abejar, AnnaMarie Amezcuita, Eric Anthony, Majd Askar, Jamie Clifton, Michael Collins, Darren Dong, Kevin Fleming, John Geraghty, Wolde-Ab Isaac, Jeannie Kim Samuel Lee, Vigil Lee, Sandra Martinez, Mark Sellick, Tom Vitzelio,

I. Approval of Agenda & Minutes**a. Approval of May 12, 2022 Agenda:**1st J Rhyne, 2nd J. Atkins; No abstentions**b. Approval of March 24, 2022 Minutes:**1st J. Adkins, 2nd J. Parks; No abstention**II. GIA Enrollment Management Tool Demo**

Guest presenters Sorrel Stielstra and Alejandra Gomez from Growing Inland Achievement (GIA) provided a demonstration of a free research tool for outreach that can benefit RCCD by having access to 2.8 million people. RCCD can reach out to GIA and request contact lists narrowed by targeted zip codes and any number of multiple demographics to aid on outreach campaigns.

III. Leavers Dashboard

Dean David Torres and Institutional Research Specialist David Buitron gave a demonstration on RCCD's Leavers Dashboard that tracks our students and look at sequence of event from enrollment year to see if students have left or they are still enrolled in the institution. The Dashboard was built to view general trends, but can be built down to show students and be use as an outreach tool. Data can be disaggregated by demographics and has the ability to look at students that are within 15 units of completion.

IV. FTES Update

Dean Raj Bajaj shared the FTES updates for Spring. Currently, FTES are showing 21 percent below the target. Riverside City College and Norco College picked up FTES as expected. The FTES updates for Credit, MVC Ben Clark, Nonresident and Noncredit are captured below.

Credit FTES

FTES by Term 2021-2022/P3 0509													
Credit FTES	summ21	Actual Summ21	Difference	Target Fall 21	Fall 21 FTES	Difference	Target Winter 22	WIN22	Difference	Target Spring 22	Est Spring 22	Annual P3 projected	College Yearly Target
MVC	624.48	528.66	(95.82)	2,956.37	2,193.00	(763.37)	600.66	488.44	(112.22)	3,090.49	1,950.00	5,160.10	7272
NC	650.00	526.49	(123.51)	3,250.00	2,357.98	(892.02)	554.00	420.42	(133.58)	2,912.00	2,040.00	5,344.89	7366
RCC	1,377.52	1,479.47	101.95	7,748.55	6,178.46	(1,570.09)	1,549.71	1,323.10	(226.61)	6,543.22	5,206.00	14,187.03	17219
District	2652	2555	(117.38)	13955	10729	-3225	2704	2232	(472.41)	12546	9196	24,692.02	31857
MOV:													
ADJ-B1B-23363	SPR TO FALL	54	TO BE ACCOUNTED FOR IN Fall 21										
EMS-91-26234	SUMM TO FAL	27.65	TO BE ACCOUNTED FOR IN Fall 21										
ADJ-C1D-26261	SUMM TO FAL	24.25	TO BE ACCOUNTED FOR IN Fall 21										
ADJ-R1A2-26272	SUMM TO FALL	4.12	TO BE ACCOUNTED FOR IN Fall 21										
		110											
Fall To spring													
ADJ-B1B-27919		72											
ADJ-C1D-27974		38											
ADJ-R1B-27978		4											
		114											
ADJ-R1A2-23331	next cycle												
ADJ-B1B-23353	next cycle												

MOV Ben Clark	CreditresFTES	Target	*Est P3
MOV		6104	
BENCLARK		1168	
TOTAL		7272	

*Note: To be updated in June 2022.

Nonresident FTES

College	actual sum21	Fall 21	Winter 22	Est. Spring 22	Estimate d Annual FTES
MVC	8.00	27.00	4.00	27.00	66.00
NC	12.14	50.18	8.34	43.69	114.35
RCC	20.00	112.00	15.00	112.00	259.00
District	40.14	189.18	27.34	182.69	439.35

Noncredit FTES

NONCREDIT FTES	Target	Est 21-22
MVC	50	5
NOR	35	15
RCC	55	140
District	140	160

Note: To reconcile at P2

V. Noncredit Strategic Plan Implementation and FTES Targets

Associate Vice Chancellor Lijuan Zhai and Professional Expert Susan Mills informed on the progress of the Noncredit Strategic Plan implementation and Noncredit FTES targets. The plan was presented at the Board of Trustees Committee meeting and had lively discussion with a few follow-up questions. The workgroup is proposed to continue as a subcommittee to continue the implementation of the plan. FTES targets for MVC are 20 for regular Noncredit course and 40 FTE for CDCP enhanced courses. RCC and NC are working on their targets. A districtwide mailer is planned that will include scheduled Noncredit courses and mail out to market for Fall classes.

VI. Workgroup Updates

a. EduNav

Vice President Kaneesha Tarrant shared an EduNav report and informed on a student survey that seeks to improve the functionality to prioritize the requests. The last two usage reports were provided and show that not every student completes the survey. The survey also shows how students rate the used of the EduNav tool.

b. ERP Update

Associate Vice Chancellor Chris Blackmore provided an update and informed that RCCD has been meeting with Anthology to discuss how to close functionality gaps. One of the focus areas is the identified curriculum issues and they are working to identify dates for when Anthology will deliver. RCCD and Anthology are discussing the scope of the deliverables and will vet the options within IT before announcing broadly. As it stands, there are proposed dates for three out of the five issues, and proposed resolutions for the other two.

VII. Future Meeting Dates

DEMC reviewed and accepted the proposed DEMC meeting dates for 2022/23. The dates are as follows:

DEMC 2022/23 Meeting Dates

(Second Thursday of the month)

Thursday, September 15 from 3-5 pm* (moved to 3rd Thursday due to beginning of term)

Thursday, October 13 from 3-5 pm

Thursday, November 10 from 3-5 pm

Thursday, December 8 from 3-5 pm

Thursday, March 9 from 3-5 pm

Thursday, April 20 from 3-5 pm* (moved to 3rd Thursday due to Spring Break)

Thursday, May 11 from 3-5 pm

VIII. Other

No other item was discussed.

Meeting Adjourned: 4:33 pm