

OFFICE OF THE VICE CHANCELLOR EDUCATIONAL SERVICES & STRATEGIC PLANNING

District Enrollment Management Committee

Thursday, November 10, 2022

Zoom

3:00-5:00 pm

MEETING MINUTES

Meeting called to order: 3:02 pm

Present: John Adkins, AnnaMarie Amezcuita, Majd Askar, Melissa Bader, Raj Bajaj, Christopher Blackmore, Aaron Brown, Peggy Campo, Chris Clarke, Michael Collins, Torria Davis, Mark DeAsis, Felipe Galicia, Elizabeth Hilton, Jake Kevari, Sandra Martinez, Susan Mills, Jason Parks, Michael Peterson, Juan Carlos Ponce, Phillip Rawlings, Mark Sellick, Kaneesha Tarrant, Kyla Teufel, David Torres, Tom Vitzelio, Lynn Wright, Lijuan Zhai

Guests: Bryan Medina, David Buitron, Samuel Lee

Absent: Esmeralda Abejar, Kimberly Bell, Quinton Bemiller, Jamie Clifton, Kristine DiMemmo, John Geraghty, Rebecca Goldware, Jeff Rhyne, Kevin Stewart, Christopher Sweeten,

I. Approval of Agenda & Minutes

a. Approval of November 10, 2022 Agenda:

1st M. Bader, 2nd J. Parks; No abstentions

b. Approval of October 13, 2022 Minutes:

1st K. Tarrant, 2nd A. Amezcuita; 2 Abstentions: Parks, Rawlings

II. Update on Scheduling Task Force

Instructional Support Coordinator Bryan Medina informed that the Scheduling task force is recommending to move to a scheduling timeline with a full year schedule roll. The task force was comprised of approximately 30 members and included faculty, IDSs, and Enrollment Services. Moving to this timeline gives counselors more time to interact with students to work on their educational plans, provides an opportunity to lock-in Associate faculty schedules and gives IDSs more time without interruptions to work on the schedules.

Motion: Move to accept the work of the task force fully vetted – 1st M. Bader, 2nd P. Campo, No Abstentions

III. FTES Update

Dean Raj Bajaj presented an FTES update as of November and informed that no major changes are expected except for Moreno Valley College's academies. Norco College and Moreno Valley College will follow-up with Dean Bajaj to adjust estimates shifting targets for winter and spring.

Credit FTES

FTES by Term 2022-2023										
Credit FTES	summ22	Actual Summ22	Difference	Target Fall 22	Fall 22 FTES nov	Difference	Target Winter 23	Target Spring 23	Annual P3 projected	College Yearly Target
MVC	593.17	496.00	(97.17)	2,695.07	2,530.00	(165.07)	564.80	2,594.49		6447.53
NC	588.67	530.00	(58.67)	2,963.56	2,470.00	(493.56)	544.80	2,587.90		6684.93
RCC	1615.90	1,264.00	(351.90)	6,628.96	6,705.00	76.04	1,484.75	6,254.94		15984.55
District	2797.74	2290.00	(507.74)	12287.59	11705.00	(582.59)	2594.35	11437.33	0.00	29117.01
MOV										
ADJ-R1A2-23331		3.77								
ADJ-B1B-23353		67.31								
FIT										
EMS-91-26656		27.00								
ADJ-R1C-28951										
ADJ-B1B-29094		96.00								
FTES Annual Projections 22-23										
Ben Clark		1165.00								
Incarcerated		200.00								
Sp. Admit		1100.00								

Nonresident FTES

College	Summer 22 Target	actual sum22	Fall 22 Target	Est Fall 22	Winter 23	Spring 23	Yearly Target
MVC	11.64	7.00	41.78	38.00	9.76	28.68	91.86
NC	11.56	14.00	61.22	61.00	9.27	49.17	131.22
RCC	31.20	22.00	125.08	133.00	23.46	106.68	286.42
District	54.40	43.00	228.08	232.00	42.49	184.53	509.50

Noncredit

NONCREDIT FTES	SUMM22	Fall 22 Est
	non-credit	
MVC	0.22	5
NOR	0.9	13
RCC	21	90
District	22.12	108

Projected 2023: Approx 200 Ftes

IV. Emergency Conditions Allowance and Recovery Plan: Data Update

Vice Chancellor Susan Mills provided a status update and offered an opportunity for discussion. She informed that all three college Academic Senates have approved the Emergency Conditions Enrollment Recovery Plan Update and the next steps include a presentation to DSPC, then Cabinet and Board for approval. The board approved Emergency Conditions Enrollment Recovery Plan update needs to be submitted to the state Chancellor’s Office no later than February 2023.

Motion: Move to approve the Emergency Conditions Enrollment Recovery Plan Update as written. 1st F. Galicia, 2. M. Peterson, No Abstentions.

V. Workgroup Updates

a. EduNav

Vice President Kaneesha Tarrant shared an EduNav report and informed that testing has been completed for version 5.5.6.1 by content experts and will allow true view-only access to counselors to ensure we are maximizing the use of the tool. The application is located in the single sign-on RCCD webpage. EduNav will be hosting a meeting to bring EduNav users from other colleges together and illustrate how they are leveraging and implementing the EduNav systems and data. The RCCD team has been invited to attend and collaborate with other EduNav college users. The first meeting will focus on data and the second meeting will be geared towards strategizing data-driven on-campus decisions.

VI. Other

No other item was discussed.

VII. Future Meeting Dates

The next DEMC meeting is scheduled for December 8, 2022.

Meeting Adjourned: 3:38 pm