

ENROLLMENT MANAGEMENT MEETING

Thursday, January 26, 2006

1:00-3:00 p.m.

YCCD Conference Room B

Present: Jane Chawinga, Dennis Gervin, Jim Johnson, Bob Nadell, George Railey, Teresa Scott (Chair), Bill Scroggins, Kathleen Silva, Carrie Sampson (recorder)

Absent: Cynthia Fuhr, Richard Jaspar, Gina Rose, Susan Vegter-Slape, Diane Wirth

Teresa Scott welcomed everyone back and asked if there were any changes to the notes from November's meeting. There were none.

Comparison Reports

Jane discussed her projections for MJC's Spring enrollment. She said MJC has done a good job of growth this year. However, because it was necessary to borrow so many FTES from summer 2005, it will take multiple years to recover. Based on current projections, which do not include in-service sections from the Fire Science or Criminal Justice Training Centers, MJC will need to roll back an estimated 590 FTES to reach base. Bill said MJC is looking into expanding their distance education program during the summer. This would be a very cost efficient way of increasing FTES. He also said the weekend college program will begin soon which is expected to generate more than 200 FTES. In response to the question of how she makes her projections, Jane said she uses historical data rather than fill rates since fill rate data comes in so late.

Jane said that Columbia College apparently will not grow this year. It will be necessary for them to borrow summer FTES; however, it is likely there will not be enough FTES to bring them to base. At the next meeting it will be necessary to discuss how much, if at all, MJC will be able to help Columbia. Dennis Gervin said both the Calaveras and Oakdale Centers are booming this Spring. Dennis said he would like to expand Columbia's distance education, but a support infrastructure needs to be in place before the courses can be offered.

Jane also asked if the colleges were monitoring wait lists. She found six classes at MJC with more than 100 each on the wait lists. Jim Johnson said these reports were being reviewed, but opening new sections often depends on whether or not there is an instructor available. Bill added that some of the biology/anatomy classes are prerequisites for the nursing program, which only accepts a limited enrollment.

Jane distributed the Section Enrollment Breakdown Reports for MJC and Columbia. She pointed out that fill rates are up and that instructors are taking on more students. Dennis said that Columbia's strategy was to allow small classes to continue at the two Centers in order to get them established. This seems to have worked, because both Centers' enrollments have gone up. Both Colleges would like to see the reports with the no-load classes excluded. Jane said she would talk to Cynthia about this.

MJC Update

Bill Scroggins discussed strategies for growth at MJC in 2005-06. He said MJC will focus more on productivity next year rather than adding sections. They expect to see an impact from the weekend college next year. He also stated that some of the faculty currently working as interim deans will return to the classroom. Bill said that MJC would like to use Datatel more efficiently to schedule classes and rooms. Jim

said he would work with the Science, Math & Engineering department to test scheduling improvements. Bill said this year they spent nearly all there marketing budget on Fall semester, since Spring semester is mostly returning students. He said this strategy seemed to work well. They will also work on Fall to Spring retention. Jim said that MJC had a welcoming tent on East Campus, which was very successful. He believes they will continue to do this during the first week of each semester. Also, there was great interest in MJC at the Job Fairs, even for adjunct positions. Soon there will be portables that can be used for classroom space during peak times.

Columbia College Update

Dennis said Columbia College is looking at more long-term strategies. They plan to concentrate more on correct reporting of positive attendance. He said they need to educate faculty on the importance of taking class enrollments. They will try to improve scheduling inconsistencies. Oakdale and Calaveras Centers have great growth potential. Expanding Community Education, which appeals to the adult/retired population, might help at Columbia's main campus. He said they plan to approach enrollment management from a matriculation point of view. Dennis thinks that next year it will be possible to return to the enrollment level of 2004-05.

Next Meeting

It was the consensus that this group meet again in early March.