

ENROLLMENT MANAGEMENT MEETING

Monday, November 14, 2005

1:00-3:00 p.m.

YCCD Conference Room B

Present: Jane Chawinga, Cynthia Fuhr, Dennis Gervin, Richard Jaspar, Bob Nadell, George Railey, Gina Rose, Teresa Scott (Chair), Bill Scroggins, Kathleen Silva, Carrie Sampson (recorder)

Absent: Jim Johnson, Susan Vegter-Slape, Diane Wirth

Teresa Scott thanked Dennis Gervin for being able to attend the meeting via telephone conference. There were three corrections to the notes of September 19.

Columbia College Update

Dennis noted that Columbia is expecting about 980 FTES for this Fall. This is significantly less than last Fall. There was a 6.4% increase in sections scheduled for the fall. Dennis suggested that Columbia may have overscheduled, spreading themselves too thin. He said one area where Columbia is finding new students is Oakdale, which had 124 students this Fall. Dennis also said they can expect about 80 FTES this Fall from agency classes. Columbia will schedule more late start classes in the Spring. It is hoped this might better accommodate students who, for whatever reasons, drop classes during the first two weeks of semester. There will be an emphasis on basic skills and learning disability classes. They also plan to expand their Distance Learning program as well as develop more adult education classes. The prison in Copperopolis could be a source of FTES; however, the Chancellor's Office tends to disallow FTES earned from holding classes at correctional facilities due to the open access issue.

MJC Update

George Railey reported there are more than 1,900 sections scheduled for Spring, and they are predicting about 6,000 FTES. Usually, there is a 6-7% decline in FTES between Fall and Spring, mostly because they pick up fewer new students in the Spring. The biggest concern now is staffing. They have been doing broad recruitment for adjunct faculty. George said that whereas MJC offered about 6% more sections in the Fall, they will only offer about 3% more sections in the Spring. The Division Deans will watch class enrollments so that low enrollment classes are cancelled, and students can be directed to other open sections. Bob Nadell pointed out that scheduling would be so much more successful if the college knew why students were dropping classes.

The group discussed how to increase contact hours by adding five minutes to certain classes. The condensed calendar and room scheduling can make this difficult to accomplish. Bill noted that it would help the Deans if they could review a simple printout of class sections. It was mentioned that the Contact Hours Exception Report could be reviewed to compare section hours on the SOFF screen to hours at the course level on the COFF screen.

Comparison Reports

Jane distributed revised comparison reports. She said based on her assumptions, both Colleges will need to borrow against Summer in order to make base. The Colleges will need to decide whether or not they want to borrow even more against Summer for growth. At present it is unlikely Columbia will have enough Summer

FTES to rollback enough to make base. Since we submit the 320 report as a District, it is possible for Modesto to borrow more to make up Columbia's deficit. Bill said these discussions will be more appropriate in January. Jane noted that last year so many FTES were borrowed in the summer that it will take several years to make them up. Jane further said the Colleges need to double check that students adding classes on Census Day are backdated to the day they actually began attending class. This must be documented on the add slip and signed by the instructor and Division Dean. She also said it is important to cancel zero enrollment sections because otherwise they skew the FTES per section.

Bill said this group may want to discuss long-term districtwide strategies for growth and problem solving, especially as it concerns the Oakdale and Patterson Centers. Adding enrollment management into the District's overall Strategic Plan was suggested. It may also be time for an environmental scan of students. The open access issue as it relates to holding classes at correctional facilities might be worthwhile pursuing with our Legislators.

Next Meeting

It was the consensus that this group meet again in mid-January.