

REDWOODS COMMUNITY COLLEGE DISTRICT

Meeting of the Enrollment Management Committee (EMC)

November 2, 2015 2:10-3:40 pm

Notes

Meeting called to order. Present: Mark Winter, Joe Hash, Danny Walker, Dave Bazard, Maggie White, Marla Gleave, Angelina Hill, Sheila Hall, Tiffany Schmitcke, Rory Johnson, Chris Gaines, Erin Wall, Nikolai Emke, Crislyn Parker-support

1. Approve October 5, 2015 Minutes: Approved as corrected.

2. Discussion Items

2.1 2015-17 Enrollment Management Plan (April 2015):

- The EMC can be far more dynamic bringing information for discussion and finding gaps in the enrollment management processes and determine how we can be more productive. Review of the current plan included:
 - Removing obsolete items from the April, 2015 draft
 - Remove relationships to the strategic plan (CR will have only an education master plan.)
 - Page 2: Student-Focused Plan occurs in the mission, is redundant and will be deleted.
- Planning Assumptions:
 - Revise language: change *graduation* and *transfer to completion of educational goals*.
 - Components: Suggestions to add a financial and evaluation bullet
- Discussion and agreement to include both assumptions and bulleted components
- 2015-18 General and FTES targets... section comes directly from the current plan:
 - The target projection process has changed over the years, but includes previous year's trends, future schedule, and state and economic factors. Mark will get budget information and revise the current graph; Angelina will provide an FTES projection from the spring schedule to begin discussion on determining criteria by which to establish targets
- "Methods for Determining Annual and Projected Targets" for determining FTES will be added to the plan, and this will allow historical reference for future planning. Angelina feels our best guess for enrollments is based on economy projections.
- Action Plan will be organized around the components. EMC will assess the targets.
- Agreed to remove the scheduling guidelines section from the plan. This will be a separate document and future agenda item.

2.2. Ideas to Increase by 150 FTES above this semester:

- There are several options for increasing FTES, but it is unlikely this can be done. The administration will support adding late-start classes or multiple sections to the spring semester.
- Factors to decreased enrollments are believed to include: no repeatability, highly-enrolled sports classes were deactivated; financial aid and faculty loads.

2.3 Enrollment Trends (focus on DN):

- The trend in DN of decreasing class sizes may be due to factors such as: not enough faculty to add sections, changing credit basic skills classes to non-credit, limited CTE course options, limited outreach, and lack of adequate counseling and advising.
- Relying on new initiatives will not be part of the EM plan methods to increase enrollments; however, implementing successful initiatives should include providing more resources beyond adding oversight to already overextended positions.

3. Reports

3.1 N/A

4. Future Agenda items

5. Announcements