

**April 2, 2018**

**2:00-4:00 p.m.**

**Room AC217**

**Present:** Cara Kreit, Cheo Massion, Christina Leimer, David Everitt, Elizabeth Pratt, Peggy Dodge, Steven Newton, Nicole Oldendick, Anna Pilloton (guest), Jonathan Eldridge (guest)

**Absent:** Alexander Vassiliou, Amy Diaz, Connie Siegenthaler, Emy Bagtas

## **MINUTES**

### **Agenda**

Agenda approved for the current meeting with an added revision. The agenda will be modified to include member review and rating of the objective for SS 1.3: Increase students earning 30 units. Activity was rated at the last meeting, but data were unavailable.

### **Minutes**

Minutes for 3/5/18 meeting were approved with an added revision. The minutes will be corrected to indicate that ESL mirror courses have been expanded to include ESL 53 through ESL 76 and ESL 86.

### **EPC Report Discussion before Presentations**

Members did not have any outstanding questions or comments based on their review of written reports.

### **Champion Objective Presentations**

**Objective SA 5.1:** Increase dual enrollment of high school students by 15 percentage points per year during the three years of this plan, 2015-16, 2016-17 and 2017-18.

- COMPASS has expanded to five sites, with the newest addition at Novato High School.
- The number of satellite classes has expanded.
- Efforts to grow and sustain Jumpstart and COMPASS programs continue.

**Objective SA 5.2:** Improve matriculation process through cohesive activities that support strong transitions at COM.

- Matriculation processes at high schools have been retooled in response to multiple measures, and close coordination with the Counseling Department continues.
- College Success Saturday, Summer Bridge, faculty participation in new student orientation continue to grow. Faculty support new events and the Outreach Office's capacity has increased.
- EPC members noted that this objective and the report focuses on high school students and does not address the matriculation process for older student populations. The

report will be revised to include activities that impact adult learners, which were reported orally.

- ESL faculty would like more outreach about services to their student population.

**Objective SA 2.2:** Increase enrollment by proactively recruiting students through various means to meet the needs of the institution and our community.

- High school-related efforts have increased enrollment with that demographic but overall enrollment has not improved.
- The College now has an enrollment management working group but it's just getting started, identified marketing-related challenges, and is working towards mapping program pathways and changes within CTE based on advisory council and labor market feedback. IVC and the partnership with Sonoma State may also pose opportunities for growth.
- The fall 2012 enrollment baseline was established because it was the year after peak enrollment. It might be an unrealistic target since many changes, such as loss of repeatability and higher fees, have occurred since then.
- Efforts also focus on whether the College is meeting the educational needs of the community, not just the overall number of students enrolled.
- An EPC member asked about seeing the enrollment table broken out by credit and noncredit enrollment. That can be done outside of the EPC, but data provided for these meetings are specifically for the purpose of determining whether the performance indicators are met.

**Objective SA 2.3:** Decrease the proportion of students who register late for classes.

- The College is improving communication with students, expanding priority enrollment periods, making the enrollment process easier, and adjusting hold limits.
- This objective was established because research by the Center for Community College Student Engagement has found that late registration correlates with lower student success indicators. PRIE will conduct a study on the success of COM students who register on time versus those who register late.
- EPC members noted that if this objective carries forward, it will need to consider the different student populations and new offerings, such as more short-term courses. Already, the indicator excludes late start courses, so these aren't affecting the metric.

### **Report Follow-Up**

Data are now available for SS 1.3: Increase students earning 30 units. The percentage of students earning 30 units in 3 years is headed in the right direction. There was a question on whether certificate-seeking students are in the cohort given the way the performance indicator is worded. PRIE will check if certificate-seekers are in the cohort and will footnote the table in the report if they are not.

**EPC Discussion/Rating of Progress**

Ratings

**Student Success 1.3:** Increase students earning 30 units

- Activity: Yellow
- Objective Met: Yes

**Student Access 2.2:** Increase enrollment

- Activity: Yellow; the report states that there are a lot of things being worked on or just beginning
- Objective Met: No

**Student Access 2.3:** Decrease late registration

- Activity: Green
- Objective Met: No—current rate is lower but only for two semesters, not the amount of time included in the performance indicator

**Student Access 5.1:** Increase dual enrollment

- Activity: Green
- Objective Met: Yes

**Student Access 5.2:** Improve matriculation process

- Activity: Green
- Objective Met: Yes

**Next meeting:** April 16, 2018

Agenda items include presentations on Student Access 2.1, 3.1, 3.2 and College Systems 1.1.