Enrollment Management Advisory Committee
Minutes
Tuesday, March 26, 2013

Present: Bill Allen, Diana Dwyre, Rick Ford, Jennifer Ryder Fox, Kathy Kaiser, Jeff Livingston, Nicole McAllister, Jennifer Meadows, Russell Mills, Dan Reed, Allen Renville, Baohui Song, Jessica Verardi, Jaypinderpol Virdee

Absent: Allan Bee, Michelle Berglund-Smith, Ken Chapman, Barbara Fortin, John Schwarz, George Thompson

Guests: Kim Dufour, Amy Lance

Meeting called to order at 3:15 p.m.

I. Announcements
Barbara and Allan are traveling to attend the CSU Statewide Director meeting.
No other announcements.

II. Minutes from 2/26/13 meeting
Correction: #3 Newly elected committee member, Jennifer Meadows, graciously agreed to serve as the EMAC chair.

III. International Student Recruitment Plan (Frank Li at 3:30 time certain)
Frank thanked committee for endorsing the submitted plan. President asked to include international student enrollment in the strategic enrollment plan. Plan doesn’t mean much unless there is a plan to implement the plan. Policy and guidelines distributed to implement the main elements for the enrollment plan. Recruiting and supporting students are important for the success of students. Academic support which means have to have classes for these students and because of international student status they will have special needs. Frank distributed benefit of increasing international student enrollment. Internationalize curriculum, establish partnerships with countries around the world,

There are many benefits including diversity, internationalization, and global perspectives. Frank reviewed benefits for the committee. EOEO605 allows tuition waivers. There is a lot happening with this student population. Increase 3.5 to 5 percent in three years. The student exchange program is a wash because fees are paid to the home university. We are looking for high quality students so they have a chance to succeed. There is a 50-60% conditional admission strategy language proficiency classes taken through RCE. Helps increase TOFL scores. Kathy stated the housing experience beneficial socially for students. Also students are sometimes surprised when they get on the EOP program list without signing up. Social events help to integrate international students. Most recently was the India night that was attended by over 200 people. Establishing a pairing of students with families to immerse into culture is beneficial to students.
Kathy pointed out faculty need help identifying international student that may need additional assistance. Additionally, the Farm Passport event might be beneficial to international students to learn about local agriculture.

Frank would like to set up some core courses specifically for ESL students. Diane asked who is going to pay for these additional classes. Funding is critical for success of program. Butte College gives 50% of fees collected to fund needs of program to offer courses and support faculty. Funding can be used for faculty development to fund conferences, workshops, and coach faculty to work with international students. Added workload is a concern.

IV. Butte Update (Al Renville)

Al has managed FTES down because of so many students. Summer classes will be offered this year Down 400 FTES from fall to spring. Turning ship around and increasing FTES adding 200 FTES in Fall and 100 FTES in Spring. Butte is working on recruitment ad campaign; an international and out of state recruitment plan that will likely affect Chico State later. They are looking for 500-600 student head count. New requirements for financial aid and disqualification may have an impact.

Kathy stated at the state level there was discussion that student success framework is to limit student units to 90. Al stated this is not so. TMC’s of 60/60

Kathy asked about Butte College’s TMC’s. After the meeting Al provided the data which is attached.

V. Enrollment Report (Bill Allen)

Bill shared current enrollment data. We came in 1/2 % above target.

2013-14 increase by ½% over 2012-13 target. Plan 14,484 which is about 1% over target. Campuses have been complaining about the dramatic increase of applications. There is a record number of applicants being turned down. It is unknown if we are going to get more resources to hire more faculty. There is a plan to alleviate the bottleneck but it is one-time money.

How to get to 14,484 is to place a 16 unit cap. Seniors can go to 17 units. Then cap is lifted after initial registration period.

Kathy pointed out that regarding #2 Foster kids are omitted and concerned that they are falling through the cracks. Kim stated that there is a volunteer committee working on support services. Academic Advising is providing mandatory advising is taking place for all foster youth. EMS will report back at the next EMAC meeting.

- Average student load remained about the same at 14 units.

- In terms of the new students mix we are keeping it the same as 2012-13 undergrad vs. post grads
As far as spring admissions, we are looking at a more normal 2013-14 which is open for more graduates and transfer students.

VI. **SB 1440 Associate of Arts/Science Transfer** (Kim DuFour)

Academic Advising Programs has developed a process to work with SB 1440 students. It is currently a very small population with only 15 students. Most of the advising is going to come from the departments. Students are primarily going to need major courses when they get here. Thirteen students here this spring. It has been reported that we will have 100’s of students coming under the SB1440 in the fall, however, when verified numbers will drop significantly.

High unit majors are not part of SB1440 plan. Advising Office is currently trying to locate the TMC’s what departments signed off on with the list of courses in the contract. Russ located the C-ID.NET Course Identification Number System | C-ID Transfer Model Curriculum Review Area website which is [http://www.c-id.net/degreereview.html](http://www.c-id.net/degreereview.html)

VII. **General Education Course Offerings** (Kim DuFour)

Kim gave an update of the GE courses that are backlogged and with incoming freshmen the backlog has increased. We are looking at trying to catch up with one-time money to offer more classes. Kathy stated that we should look at other strategies that we could be used for courses with high numbers. Focusing on Area A, Area B, and American Institutions. Enrollment Management is hoping to resolve the backlog in two years. Helping students to make healthy choices and graduate in four years.

This will be discussed at the department chairs meeting on April 5th.

VIII. **CSU Admissions Advisory Council Announcements** (Kathy Kaiser--tentative)

Due to lack of time, this item was tabled until the next meeting.

Meeting adjourned at 4:55 p.m.

Respectfully submitted,

Terry Battle

**Remaining Spring 2013 meetings:** 4/23/13 and 5/21/13