

**OFFICE OF THE VICE CHANCELLOR
 EDUCATIONAL SERVICES & STRATEGIC PLANNING**

District Enrollment Management Committee

Thursday, September 11, 2025
 Zoom Meeting
 3:00 pm – 5:00 pm

MEETING MINUTES

Meeting called to order: 3:03 pm

Attendees: John Adkins, Eric Anthony, Majd Askar, Quinton Bemiller, Chris Blackmore, Aaron Brown, David Buitron, Steven Butler, FeRita Carter, Jamie Clifton, Michael Collins, Kristin DiMemmo, Sean Drake, Oscar Escobar, John Geraghty, Kirsten Gerdes, Sonia Gonzalez, Alexis Gray, Misty Griffin, Elizabeth Hilton, Sandra Martinez, Joumana McGowan, Abiodun Osanyinpeju, Adam Navas, Juan Ponce, Phillip Rawlings, Jeff Rhyne, Jo Scott-Coe, Kaneesha Tarrant, Julie Taylor, Kyla Teufel, Tom Vitzelio, Lynn Wright, Lijuan Zhai

I. Approval of Agenda & Minutes

- **Approval of May 15, 2025 Agenda: First:** Jeff Rhyne; **Second:** Joumana McGowan; No abstention. Approved by consensus.
- **Approval of April 10, 2025 Minutes: First:** Alexis Gray; **Second:** Jeff Rhyne; Abstention: FeRita Carter. Approved by consensus.

II. FTES Update

David Buitron updated the committee that Summer semester credit resident target has been exceeded target (106.9 % of target) districtwide, while Fall semester credit resident FTES is currently at 96.1% of target. The 2025-26 annual target of 34,173.94 (resident + nonresident) is currently 50.7% met (17,331.72). David Buitron presented the breakdown of headcount by modality:

Term	25FAL						
College	Headcount	% Online	% F2F	% Hybrid	% Online Only	% F2F Only	% Online and F2F
MOV	11,599	75.8%	51.8%	26.3%	48.2%	14.3%	37.5%
NOR	12,137	79.5%	50.0%	20.1%	50.0%	15.0%	34.9%
RIV	23,402	68.5%	61.4%	27.9%	38.6%	19.1%	42.3%
RCCD	39,492	69.2%	56.6%	25.9%	43.4%	19.4%	37.2%

Resident Credit FTES - Estimated

Terms	Resident Target	Estimated Resident FTES	% of Target	Change/2 Weeks Ago
RCC Summer 2025	1,460.02	1,604.77	109.9%	
NC Summer 2025	744.94	758.96	101.9%	
MVC Summer 2025	812.30	862.17	106.1%	
RCCD Summer 2025	3,017.26	3,225.90	106.9%	
RCC Fall 2025	7,798.89	7,675.21	98.4%	(48)
NC Fall 2025	3,240.29	3,087.72	95.3%	(15)
MVC Fall 2025	3,304.38	3,023.43	91.5%	50
RCCD Fall 2025	14,343.56	13,786.36	96.1%	
RCC Winter 2026	1,630.64	-	0.0%	
NC Winter 2026	662.03	-	0.0%	
MVC Winter 2026	944.20	-	0.0%	
RCCD Winter 2026	3,236.87	-	0.0%	
RCC Spring 2026	7,090.92	-	0.0%	
NC Spring 2026	3,016.99	-	0.0%	
MVC Spring 2026	2,958.83	-	0.0%	
RCCD Spring 2026	13,066.74	-	0.0%	
RCCD 2025-26 Total	33,664.43	17,012.25	50.5%	(13)

Lijuan Zhai updated the committee regarding a mismatch with contact hours and schedule hours due to issues in our system. Our P3 report will be resubmitted, and an update will be provided to the committee regarding the net effect of this adjustment.

III. Standardized Accounting

David Buitron Lijuan Zhai updated the committee that the transition year for standardized accounting is 2027-28. The new method will use COR units instead of contact hours to calculate FTES. One lecture unit is equivalent to 18 hours, and one lab unit is equivalent to 54 hours. There are concerns about the structuring of lecture and lab unit combinations, and further guidance is needed regarding rules and funding implications.

IV. RCCD Strategic Plan 2025-2030 Plan Draft

Lijuan Zhai shared with the committee the updated draft of the RCCD strategic plan for 2025-2030 and requested feedback or suggestion from the committee. This strategic plan consists of six goals that are closely aligned with Vision 2030 including equity in success, support, institutional effectiveness, resources, partnerships, and community engagement. This plan is currently under vetting for feedback and revisions. This plan is scheduled for college approvals in October, DSPC approval in November, and Board of Trustee approval in December.

V. Student Balances

John Geraghty updated the committee that the total balance is down to \$4.7 million from \$7 million in May 2025. The new automated threshold of \$500 is working properly now after IT fixed our system. COTOP tax intercept program has collected around \$370,000 so far this year, and the committee discussed lower this threshold to \$200 and concerns about the threshold will impact student enrollment. The committee discussed issues with equipment returns from students as large numbers of unreturned calculators and laptops impact the learning of our current students. There is a need for consistent policies and enforcement across all colleges.

VI. Workgroup Updates**a. EduNav**

Kaneesha Tarrant updated the committee that there were 58,953 student users between May and June of 2025, and faculty should contact campus SmartPlan leads for issues with course planning rules.

b. ERP Update

Chris Blackmore updated the committee that around 267 test cases were scheduled to be run, but only 21 cases have been completed so far. Anthology team will be on-site for the next two weeks for testing and evaluation. The target go-live date is scheduled to be December 2026.

VII. Other:

None

VIII. Meeting dates for next year:

- October 9, 2025

Adjournment

- Meeting Adjourned: 4:27 pm.