

Chairs Committee

Chair: Kevin Petti

Minutes

Thursday, May 18, 2022 1:00 - 2:00 PM Room M 110

Members Present: Max Moore, Wai-Ling Rubic, Duane Short, Gene Choe, Martin Kennedy, Adrian Arancibia, Molly Fassler, Daniel Igou, Alex Mata, Jae Calanog, Anne Gloag, Andrew Lowe, Kevin Petti, Namphol Sinkaset, MaryAnn Guevarra

Assistant Chairs & Program Directors: Rebecca Bowers-Gentry, Darren Hall, Kandice Brandt

- 1. Call to order:**
- 2. Approval of Agenda:**
- 3. Approval of Minutes:**
- 4. Old Business:** None
- 5. New Business**

A Enrollment Productivity Tool Demo by Research and Planning Analyst Mark Grabel - District Office of Institutional Effectiveness and Research

Research and Planning Analyst Marc Grabel delivered a 35-minute presentation introducing the newest tab to the Enrollment Management Dashboard, the 'Enrollments for Productivity' tab where based on assigned FTEF and FTES generation, the number of enrollments to reach certain productivity levels for a section is displayed.

[Click here for the Enrollment Management page link](#) with additional information, tutorial videos, and metrics

[Click here for the SDCCD Enrollment Dashboard Demand link](#) with new tab

Mark asked if [Chairs could please fill out this 2-minute survey about their use of the dashboard.](#)

Per some of the Committee's questions, Mark provided the following responses:

FTES Calculation depends on:

- Accounting Method (XB01: Section Accounting Method)
- Session Type
- WSCH (Weekly Student Contact Hours)
- Number of weeks

Technical details of calculation for a single enrollment:

if the Acctgmeth = 'W' (Weekly census) then Wah (Weekly apportionment hours) * 16.5 / 525.

If the Acctgmeth = 'D' (Daily census) then Dah (Daily apportionment hours) * Number of days / 525

If the Acctgmeth = 'P' (Positive attendance - credit) or 'E' (Open entry/open exit) then Total number of hours / 525

If the Acctgmeth = 'I' (Independent study/work experience) then Units * 17.5 / 525

If the Acctgmeth = 'L' (Independent study lab and Session = 1 then Wah (Weekly apportionment hours) * 17.5 / 525

If the Acctgmeth = 'L' (Independent study lab and Session is not = 1 then Wah (Weekly apportionment hours) * Number of weeks / 525

If the Acctgmeth = 'G' (Positive attendance noncredit then Total number of hours / 525

*Note about 17.5 multiplier. Communication from the Chancellor's office created a change in accounting methods 'I' (Independent study / work experience) and 'L' (Independent study lab - full length sessions) to have the term multiplier 17.5, not 16.5. This retroactively affected Summer 2020 onward.

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Chair of Chairs Committee Report

•Clarification of VP Odu's comments per low enrolled class cancelation starting this summer.

Petti updated the committee that while VPI Odu will endeavor to not cancel low enrolled courses, consolidation of multiple sections of the same course with low enrollment is a possibility.

•Clarification per ESU modification in CBA.

A robust discussion of ESU modification in the upcoming CBA centered on the concern that the replacement of ESUs with non-classroom hourly pay results in faculty exceeding the 1.40 FTEF limit, as non-classroom hourly pay has FTEF associated with it. Petti relayed this concern to AFT.

•Please attend graduation and remind your department faculty to also attend.

Petti made the above brief announcement.

•Please attend Fall Semester Über Chairs Meeting - tentatively 9:00 AM, Tuesday, August 15, location TBA.

Petti made the above brief announcement.

•Next Chairs Committee meeting

The Committee agreed that the first meeting of the Chairs in AY 2023-24 will be Wednesday, August 16, 1:00 PM.

•AY 2023-24 Chairs Committee Schedule

The Committee agreed that meetings will remain the 3rd Thursday of the month at 1:00 PM, Room M 110.

•KP Academic Year Closing Comments

Chairs Committee Chair Petti thanked the Chairs for their support throughout his first year in this role.

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6. Other Announcements:

None

7. Next Scheduled Meeting

Wednesday, August 16, 1:00 PM, Room M 110

8. Adjournment:

2:05 PM