Zoom: https://ccsf-edu.zoom.us/j/91362464376

Geisce Ly, Wynd Kaufmyn, Vinicio Lopez, Carole Meagher, Aurelien Drai, Chandra Edelstein, and Edgar Torres

Mandy Liang, Lidia Jenkins, Joseph Reyes, Steven Brown, Colin Hall, Arlette Marcial Santana

Cynthia Dewar, Pamela Mery, Lisa Cooper Wilkins

5.	APEX Enrollment Trends Tool	Darryl Dieter and Pam Mery provided a demonstration of the new Enrollment Trends dashboard in APEX. This tool provides a visually accessible and centralized version of the daily enrollment data that department chairs and school deans use during schedule development. The tool shows enrollment trends and year-over-year comparisons starting with pre-registration and through the semester, focusing is on student headcount and enrollments. It is currently credit only, although we hope noncredit might be added at some point in the future. Data are automatically updated daily at 4:30 a.m. The department chairs and school deans have access to the tool and have attended presentations and drop-ins about it. We're giving them time to acclimate to the tool before access is broadened, but we wanted Enrollment Management to be aware of the tool, see a demonstration, and ask questions.
		The demonstration and committee discussion highlighted caveats and potential uses. Interpreting subject-level and course-level data requires specific knowledge of those departments and programs. Changes are often due to multiple factors, some of which are idiosyncratic to particular departments or courses. As one example, in some of the sciences a portion of the Fall 2021 changes are due to reduced section offerings, but other Fall 2021 changes are the result of new scheduling practices for lecture/lab offerings. Another area requiring detai(st)3.6 (r)1.2 (3.2 (o)(ul)1.1 (t)0.9 (e(r)1.2 ()1.1 (edg1s8.6 (t)d

		marketing, targeted outreach, and registration processes. The committee approved the objectives for 2021-22, including an emphasis on equity as reflected above.	
7.	Instructional Budgeting and Schedule Development Process	Wynd will continue to seek input and guidance about this updated draft document from those chairs who are on the EMC and the Department Chair Council. We will revisit this document at our next meeting.	
8.	Enrollment & Budget Parameters Spreadsheet	Tom was unable to join due to power outages so this agenda item will be postponed to the next meeting.	
9.	Future Agenda Items	Chairs of the three ad hoc committees (i.e., Student Support Strategies, Marketing, and Data Analysis) will be invited to provide updates. A discussion on structural deficit is requested.	

Join from PC, Mac, Linux, iOS or Android: