



# Institutional Effectiveness Advisory Committee Committee Recommendation

**To:** Diana Z. Rodriguez, Chancellor

**Date:** 09/22/2022

**From:** Institutional Effectiveness Advisory Committee

**Re:** IEAC Recommendation #2022-09 | Establish a Districtwide Enrollment Management Committee

## Background

Title 5 section 58146 provides criteria for funding allowances due to emergency conditions, including pandemics, with the intent that districts should not lose FTES apportionment as a result of an emergency or extraordinary condition. In June 2022, with further parameters emerging in August 2022, the Chancellor’s Office offered the 2022-23 COVID-19 Emergency Conditions Allowance (ECA) protection to all districts that applied.

SBCCD has incurred a significant decline in FTES due directly to the COVID-19 pandemic, regardless of our good faith efforts to restore enrollment and re-engage displaced students. Therefore, staff is recommending that the Board of Trustees adopt a resolution to apply for the 2022-23 COVID-19 emergency conditions allowance and certify compliance with the following six criteria:

1. Prepare and present an Emergency Conditions Recovery Plan.
2. Incentivize and prioritize participation in professional development to enhance quality online teaching and learning.
3. Become a member of the California Virtual Campus Online Education Initiative (CVC-OEI) and have signed Master Consortium Agreement. Implement steps to become a Home College.
4. Submit all data due to the Chancellor’s Office Management Information Systems.
5. Have no outstanding audit reports due to the State Chancellor’s Office.
6. Establish a Board-adopted policy aiming to align reserve balances to recommendations included in the GFOA.

Based on our fiscal analysis and modeling, SBCCD will receive an additional \$5 million in funding as a result.

## Recommendation

IEAC is recommending the establishment of a districtwide Enrollment Management Committee to oversee and make recommendations to address enrollment as a district. This committee would report to IEAC and would include the following membership.

Current Member	Member Representation
Nohemy Ornelas, Chair	Executive Vice Chancellor
Andy Chang	Vice Chancellor, Workforce Development, Advancement & Media Systems
Christopher Crew	Executive Director of Research, Planning & Institutional Effectiveness
Angel Rodriguez	Director of Marketing, Public Affairs Government Relations
Larry Strong	Director, Fiscal Services
Steve Sutorus	Business Manager
Scott Thayer (Interim)	President, SBVC
Kevin Horan	President, CHC
Tenelle Norris	Vice President, Administrative Services, SBVC
Mike Strong	Vice President, Administrative Services, CHC



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Dina Humble	Vice President, Instruction, SBVC
Keith Wurtz	Vice President, Instruction, CHC
Olivia Rosas	Vice President, Student Services, SBVC
Delmy Spencer	Vice President, Student Services, CHC
TBD	Academic Senate Appointee, SBVC
TBD	Academic Senate Appointee, CHC
TBD	Classified Senate Appointee, SBVC
TBD	Classified Senate Appointee, CHC
TBD	CTA Appointee
TBD	CSEA Appointee
Joanna Oxendine	Dean, Institutional Effectiveness, Research, & Planning, SBVC
Gio Sosa	Dean, Institutional Effectiveness, Research, & Planning, CHC
Paul Bratulin	Director, Marketing & Public Relations, SBVC
Michelle Riggs	Director, Marketing & Public Relations, CHC

### Timeline

Obtain recommendations for committee members in early October and convene the first meeting by the end of October. This timeline will allow the committee to set goals and track progress to meet the reporting timeline that has been outlined in the ECA requirements.

Thank you for your consideration of this recommendation, which was approved as indicated below. We look forward to a response from Chancellor’s Council.

**Chancellor Council Response:**

\_\_\_\_\_ moved to approve the IEAC’s recommendation to grant the establish a districtwide Enrollment Management Committee. \_\_\_\_\_ seconded the motion.

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Chancellor

Date



## Institutional Effectiveness Advisory Committee Committee Recommendation

IEAC Recommendation #2022-09 | Establish a Districtwide Enrollment Management Subcommittee  
FORMAL VOTE 09/22/2022

Representation	Member	Vote
1. VC, Educational and Student Support Services	Nohemy Ornelas	
2. District Director Research, Planning & Institutional Effectiveness	Christopher Crew	
3. Chief Technology Officer	Luke Bixler	
4. Dean of Institutional Effectiveness, Research, and Planning, CHC	Giovanni Sosa	
5. Dean of Institutional Effectiveness, Research, and Planning, SBVC	Joanna Oxendine	
6. Human Resources EEO Representative	Aysia Brown	
7. Faculty, CHC	Jeff Schmidt	
8. Faculty, SBVC	Davena Burns-Peters	
9. Management, CHC	Keith Wurtz	
10. Management, SBVC	Dina Humble	
11. Management	Wallace Johnson	
12. Accreditation Committee Chair, CHC	Keith Wurtz	
13. Accreditation Committee Chair, SBVC	Celia Huston	
14. Classified, CHC	Ola Sabawi	
15. Classified, SBVC	John Feist	
16. Professional Development Coordinator or designee, CHC	Kashaunda Harris	
17. Professional Development Coordinator or designee, SBVC	Rania Hamdy	
18. Confidential Group	Heather Ford	
19. CSEA Representative, CHC	Ruby Zuniga	
20. CSEA Representative, SBVC	Christie Gabriel	
21. CSEA Representative, DSO	Myung Koh	
22. CTA	Byron Williams	
23. Black Faculty & Staff Association	Allan Erving & Ariel Davis	
24. Latino Faculty, Staff, & Administrators Association	Ty Simpsons Proxy: Ernest Guillen	
25. Associated Student Government President or designee, CHC	Savannah Horton	
26. Associated Student Government President or designee, SBVC	Byron Stafford proxy: Nelva Ruiz Martinez	
27. Asian Pacific Islander Association	Jimmy Grabow	
28. Police Officer Association	vacant	