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To: Canada Employees
Subject: Spring, 2016 Enrollment Update

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Categories: Mid-Term Report

Dear Cañada Colleagues,

It's hard to believe that we are nearing the midpoint of the semester. My hope is that your semester is going well and students are doing well in their classes. I continue to be impressed with the dedication of our faculty and staff in serving our students.

Over the past several weeks, I have had the opportunity to talk with many students about their experiences at Cañada. They repeatedly mention their outstanding instructors and the incredibly helpful staff, as well as the many programs and services available to them to help ensure their success. A common theme that I have heard time and time again is "they really care about me at Cañada." Thank you for making this the kind of place where students feel welcomed and valued.

I'm writing to provide you with an enrollment update. This information was recently presented at an IPC meeting. To view the presentation, visit the college's [enrollment page](#). Thus, I thought it would be beneficial to share this information with the college community.

At the present time, our enrollment is relatively flat, which means that we have not seen significant increases or decreases in student headcount compared to last spring. This is actually good news as we're holding steady. As you know, when the economy is good all colleges usually experience a drop in enrollment.

Our student headcount as of this spring's add/drop period was 7,002 students, compared to 6,998 students in spring, 2015. As of the same period, our FTES total was 1,812 and our load was 489 compared to 1796 FTES and a load of 483 during the spring, 2015 term.

In fall of 2014, the Office of Instruction and the instructional deans, in collaboration with the Academic Senate instituted a new enrollment management process. A few highlights regarding spring 2016 enrollment are outlined below with links from the Enrollment Updates [webpage](#) which will provide you with more detailed information.

- 13 additional [sections](#) were added to meet student demand.
- 29 low-enrolled [sections](#) were kept open based on program need.
- 46 low-enrolled [sections](#) were kept open based on enrollment patterns.
- 19 low-enrolled [sections](#) were kept open for other reasons.

Total sections added and low-enrolled sections kept open: 107 sections

Also in spring, 2016, the college cancelled 29 sections due to low enrollment. The enrollment in these sections at the time of cancellation ranged from 2 to 14 students. Per our agreement with the Academic Senate, these cancellations occurred at least one week prior to the start of the semester in order to minimize the impact on students. In addition, efforts were made to assist students in finding alternate sections or courses.

While we never like to cancel classes, the improvements that have been made in the schedule development process, based on an analysis of historical enrollment trends and collaboration with faculty, as well as regular monitoring of course enrollments during the entire registration period, has resulted in fewer class cancellations. For example, last fall we cancelled 36 sections and last spring we canceled 64 sections.

As with any process, we are always looking for ways to make improvements. Please let us know if you have any additional suggestions for improving our enrollment management process.

In closing, I want to thank the Academic Senate for their work with the college administration in developing these procedures, the faculty for working closely with their respective dean to provide input to the schedule development process to best serve students, and the entire college community for helping students to schedule their sections and receive the appropriate support services to ensure their success.

I hope the rest of the semester goes smoothly!

Jennifer