

# Governing Board of Trustees

## January 25, 2017

### Academic Affairs Report

Presented by Kiran Kamath, VPAA

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We are starting another semester while reflecting on the large volume of work that has been accomplished in 2016 and the strides we have made at the college to promote an understanding of, as well as the documentation and implementation of many processes that include enrollment management, scheduling, curriculum and catalog development, faculty prioritization and hiring.

#### 1. Enrollment Update:

The new schedule blocks recommended by the Collaborative Brain Trust (CBT) and adopted by the college have been implemented for spring 2017. Based on the experience of CBT Consultant, Pam Deegan, colleges have seen a 5% increase in enrollment with these schedule blocks.

Individual programs like Personal Fitness (PFIT) are also piloting new scheduling strategies to increase enrollment this spring. They are scheduling classes with fixed hours instead of having a 'drop in' system that required the tracking of 'positive attendance'.

The Deans and Division Chairs are working closely to analyze data in EMS to strategically add classes in the second half of the spring 2017 semester and to develop the schedule for summer 2017 and fall 2017 very strategically. We have dual goals to **increase enrollments** while **improving productivity**.

Our FTES target for the 2016-17 academic year is to exceed 6500 with a productivity greater than 13.0, preferably 14.0.

We are targeting a productivity of 15.0 in fall 2017, with the goal of exceeding this year's enrollment target of 6500 FTES in the 2017-2018 academic year. To achieve this target, **every division and discipline** will need to enhance **both its productivity and enrollments**.

#### 2. Program Accomplishments:

The **Medical Assisting (MEDA) program** is collaborating with Montage Health (CHOMP) to increase the number of students in the program due to a sudden increase in demand for Medical Assistants. Montage Health needs to hire 50 new Medical Assistants a year for the next few years.

At present, the program has 50-60 students taking a various courses each semester at the Monterey campus. In the last two years, an average of 11 students completed the program each semester. The MEDA program can be completed in three semesters. It includes an externship, which is an excellent stepping stone to employment.

To address this increased demand, a new 'loose' cohort of the three-semester program is beginning this spring for the first time at our Marina Education Center. The lab component will be conducted at the Montage Health Center, since the Marina Education Center does not have a wet lab yet. Monika Bell is working hard on this partnership.

Students in the **Business Division** are once again partnering with the United Way Monterey County and the Internal Revenue Service to serve as a site for the Volunteer Income Tax Assistance (VITA) program. This program is designed to provide free assistance to area residents who earned less than \$54,000 last year. The 24 volunteers include MPC Business and Cooperative Work Experience students who have completed training (offered through the United Way Monterey County and the IRS) to assist with income tax preparation. Tax preparation assistance will be available at MPC Thursdays from 5:30-8:30 p.m. from February 2-April 13 in BMC 206.

### **3. Strong Workforce Program (SWP):**

The MPC plan for year one (2016-17) is being finalized for submission to the Chancellor's Office at the end of this month. It has been an intense 18 months of learning about the goals and mission of this new state mandate. It is a capacity building "allocation" for the college to offer 'more' CTE including increasing FTES in CTE, 'better' CTE including innovating in CTE programs, addressing the regional middle-skills worker shortage, increasing job placement and transfer of students in CTE, and increasing salaries of CTE graduates. The first roll out of SWP is for three years 2016-19. Like the other mandates to improve student success – Student Success and Support Program (3SP) and Student Equity Program (SEP) - it is anticipated that this categorical allocation will be extended beyond these three years.

The MPC plan will include building CTE capacity at the college by increasing personnel (dean, counselor, career pathways specialist) to support and grow CTE programs; provide more professional learning opportunities; provide marketing support and collateral materials; purchase equipment and supplies; develop career pathways from high school to college to career/college. CTE programs included in the plan are selected based on program requests and finalized after an analysis of data in the 5 data sources determined by the Chancellor's Office.