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**Delta College
Board of Trustees Dinner Meeting
Delta College N7
Tuesday, September 13, 2022
5:30 pm**

Board Present: R. Emrich, S. Gannon, D. Middleton, M. Nash, M. Rowley, M. Wood

Board Absent: A. Baldwin, M. Benecke, M. Thomas

Others Present: T. Brown, P. Clark, A. Cramer, R. Curry, S. DuFresne, J. Foco, P. Fox, J. Garn, M. Garcia, M. Gavin, L. Govitz, C. Inabinet, D. McQuiston, A. Proux, S. Raube, S. Roche, P. Ross McClain, K. Schuler, E. Suniga, A. Ursuy, A. Williams, J. Young

Press Present: None

Board Chair, M. Nash called the meeting to order at 6:03 pm. He turned the meeting over to Mike Gavin, President. M. Gavin noted that tonight's presentation is laying the foundation for future presentations on data related to the College's Strategic Plan. He then introduced Jason Young, Institutional Research Director who presented on data definitions.

J. Young began with definitions related to enrollment. They included the following:

- Headcount (Unduplicated) – The total number of different students enrolled in at least one course delivered as of the count date within an academic year.
- Contact Hours – Defined as 825 minutes of instruction per student contact hour.
- Cohort – A specific group of students established for tracking purposes.
- Disaggregation – The process of dividing data into detailed sub-categories.
- FTIAC – A cohort of First-Time in Any College students.

He also shared definitions related to retention. They included the following:

- Retention – A measure of students in defined cohorts that return/continue enrollment at a later defined time. (Fall to Fall, Fall to Winter, Term to Term)
- Early Momentum Metrics (EMM) – Statistics that measure the rates at which students progress through their course of study, typically focused on year-one of their studies.

Both retention and EMM are important because they are leading indicators of student completions, which means they can be predictive of eventual outcomes.

Definitions related to completion included the following:

- IPEDS Graduation Rate – Tracks the cohorts of first-time, full-time, degree/certificate-seeking undergraduates, as well as their completion status at 150% of normal time at postsecondary institutions. This data is collected to comply with the Student-Right-to-Know Act.
- VFA Graduation Rate – Tracks a main cohort and measures outcomes at six-years.

Finally, J. Young shared a definition related to equity. It included the following:

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- Opportunity Gap - Illustrates where the institution is not serving a group of students as well as others based on the aggregated level of performance. Currently, we capture data on gender, Pell grant status, and race/ethnicity.

Opportunity gaps are expressed as percentages of how much disaggregated groups deviate from the aggregated group.

J. Young then shared with the Board a new dashboard using Tableau showing the unduplicated headcount and contact hours from Fall of 2021 to Fall of 2022. Contact hours increased from 70,603 to 72,643. The College's unduplicated headcount increased by 2, from 7,054 to 7,056. The increase in contact hours is due to new students and dual enrollment. The average contact hours per student also increased from 10.01 to 10.3.

J. Young also shared a Fall to Fall retention dashboard. Our retention rate is up 2.4% for all students from 2020 to 2021. This is due to a lot of work by many people and departments in getting student enrolled and registered.

M. Gavin finished the presentation noting two supporting partners to help enhance completion and equity which include Achieving the Dream (AtD) and the League for Innovation in the Community College. He also shared system changes developed this past year for completion and equity. They included a focus on student success and equity for division meetings; the use of enrollment and retention data proactively by Student Educational Services; and Human Resources developing new policies and procedures for employee equity.

M. Rowley asked about the changes being made to the College application to allow data capture of students based on sexuality and non-binary gender. M. Gavin said changes to the application are aligned with our College goals of equity and belonging.

There being no further business, the dinner meeting was adjourned at 6:59 pm.

Talisa Brown, Assistant Board Secretary

Andrea Ursuy, Board Secretary