

THE EVERGREEN STATE COLLEGE

March 27, 1984

M E M O R A N D U M

TO: THE FACULTY

FROM: Barbara Leigh Smith, Earle McNeil, Duke Kuehn and Oscar Soule

SUBJECT: Enrollment Curtailment Strategies

On January 7 we were appointed as a special group to consult with the community about the strategies that should be utilized to curtail enrollment if the College is overenrolled next year. Specifically we were asked to discuss the Enrollment Coordinating Committee's Strategies that were outlined in a memo dated November 15, 1983.

We met with a wide variety of groups including the Council of Conveners, former and present academic advisors, the Admissions Office, CORE faculty, and we also held an open faculty meeting. The two remaining steps in our process are to make recommendations to the Faculty Meeting on April 11 and to meet with the President's Council.

As a result of our discussions and in light of the changing enrollment situation--application activity for fall 1984 is slowing down--we are making recommendations somewhat at variance with the original strategies suggested by the ECC. Our recommendations are the following:

1. Fall quarter enrollment should not be restricted. If application activity over the summer suggests that overenrollment will be a serious problem, we will adhere to our published application deadline of September 1.
2. By the tenth day of fall quarter we will know if overenrollment is a problem and how large a problem it is. If we are overenrolled on the tenth day to a substantial degree the second strategy to implement will be to close or limit mid year entry. Letters informing community colleges and other significant publics will be ready to mail by this date.
3. Off campus programs will be held at their current rate of enrollment but deadlines will not be imposed since many of their students register late.
4. If additional cuts are necessary (which we do not think likely), fewer part time programs should be offered in spring quarter.

The above set of recommendations reflects the serious concern we heard about limiting conditional admits. Conditional admits are already screened through a supplemental application form; about half of the conditional admits do not fill out this form and they are not admitted.

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It is our feeling that conditional admits are too mixed in designation to eliminate categorically. There is no evidence that the performance of conditional admits at Evergreen is inferior to regularly admitted students.

We believe that it is vitally important to get the best possible information about the size of the returning student body especially in light of the unusually high retention rate this year. We ask all faculty to actively and persuasively encourage their students to register in May. We are asking the CPJ to communicate this as well and we would like to see CORE programs in particular spend a day seriously advising their students about the new curriculum. It might be helpful to have the specialty area conveners come in and explain the structure and curricular pathways in the 1984/85 curriculum.