

ENROLLMENT MANAGEMENT COMMITTEE

MINUTES

February 19, 2020

3:00-4:30 p.m. | H-209-4

ATTENDANCE (BOLD indicates presence)

Leonor Aguilera	Jennifer Coto	Scott Howell	Janis Perry	Andy Salcido	Aaron Voelcker
Elizabeth Arteaga	Mike DeCarbo	Marianne Laney	Marcelo Pimentel	Jorge Saucedo	Wirtz, Laura
Denise Bailey	Darlene Diaz	Regina Lamourelle	Gabriel Razungles	Barbara Sproat	
Ruth Babeshoff	Joe Duenez	Miguel Luna	Frank Rivera	Martin Stringer	
Rudy Carrion	Lori Fasbinder	Tuyen Nguyen	Sergio Rodriguez	David Vakil	

NEW BUSINESS	DISCUSSIONS/COMMENTS	OUTCOME/FOLLOW UP
1) Approval of Minutes from November 20, 2019	Minutes reviewed and approved as submitted.	Meeting start time: 3:01 pm Motion to approve the minutes: Martin Stringer and Barbara Sproat
2) Committee Reports/Updates	Curriculum - Reyes Vasquez will no longer be assisting with Curriculum. Tiffany Garbis will be in the office on Mondays until the end of March. Brooke, Laura and Darlene are also available to help. Outreach - Cash for College Workshop will be held at SCC on Monday, February 24 th from 5:00 - 7:00 p.m. Thirty prospective students have signed up to attend.	
3) Enrollment Update (S. Rodriguez)	Presentation regarding enrollment trends. Overall, annual totals are up. SCC has more students but they are registering for fewer classes. Student behavior has changed toward taking online courses. SCC is on track to meet the positive attendance target with enrollment in late start classes. Darlene Diaz stated some of the numbers could be attributed to the AB705 effect. In certain disciplines, courses have a Math requisite, i.e. Psychology, Accounting.	
4) English/Mathematics Enrollment Trends (A. Voelcker)	Reviewed data on English and Math enrollment trends for the last two years (Fall and Spring Semesters in 2018/19 and 2019/20). In general, enrollment numbers were much higher in the fall compared to spring, but overall, the annual growth was positive. Darlene Diaz recommended Deans use this data to better plan for fall in order to minimize the impact on the schedule, adjuncts, classrooms, etc. Sergio added that this data reflects a definite trend toward everything going online that we have seen over the last five years.	IE will track the success rate for ENGL and MATH courses.
5) Enrollment Management Tool (A. Voelcker)	Informational item. Enrollment Management Tool is used to build reports. Past practice was not to include apprenticeship and non-residents, however beginning next semester, both will be included in the count. The result will provide a better calculation of true enrollment and the actual number of students served in all sections.	

6) Self-Service (S. Rodriguez)	Presentation regarding the implementation of Self Service. Previewed functionality and quick access tabs. Self Service will run in parallel with WebAdvisor beginning Summer and Fall 2020. WebAdvisor will be completely turned off by Intersession 2021.	
7) Goal 6, Strategy 6b. (cont.)	Continued discussion regarding Goal 6, Strategy 6b of the Enrollment Management Plan. Committee addressed specific "Considerations for Adding a Section" such as student demand, availability of qualified faculty, adding late start offerings, consideration of competing courses, and external requests/demand.	Meeting end time: 4:35 p.m. Motion to adjourn Aaron Voelcker & Darlene Diaz
ANNOUNCEMENTS		
Next Meeting	March 18, 2020	

EMC meetings are held on the 3rd Wednesday of the month from 3:00-4:30pm in H-209-4

Santiago Canyon College Mission Statement: *Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (Approved by RSCCD Board of Trustees, 12-04-17)*

Enrollment Management Committee Mission Statement: *With a primary focus on sustaining long-term student success and in accordance with Santiago Canyon College's mission and core goals, the Enrollment Management Committee (EMC) will develop a holistic and integrated approach to enrollment management that supports college-wide collaboration, engagement, creative-thinking and consensus building.*

The purpose of the EMC is to discuss enrollment strategies and to make recommendations that contribute to student access, recruitment, persistence, completion, and lifelong learning through diverse program offerings.