

**Enrollment Management Committee Meeting**

**MINUTES**

**March 15, 2017**

**3:00-4:30 pm / H-209-5**

**Attendance:** Leonor Aguilera, Rudy Carrion, Lucy Carr Rollitt, Jennifer Coto, Mike DeCarbo, Rosa Dela Torre, Rosi Enriquez, Cassandra Garcia, Kari Irwin, Abdul Isira, Regina Lamourelle, Von Lawson, Miguel Luna, Tuyen Nguyen, Julie Peeken, Marcelo Pimentel, Frank Rivera, Sergio Rodriguez, Andy Salcido, Barbara Sprout, Martin Stringer, Aaron Voelcker, Joyce Wagner

**Guest:** Marilyn Flores, Jose Vargas, and Vivian Vu

OLD BUSINESS	DISCUSSIONS/COMMENTS	OUTCOME/FOLLOW UP
<b>NEW BUSINESS</b>		
I. Approval of Minutes – 2/15/2017	Add the word Marketing to task force in item III for clarification.	Motion to approve the minutes with suggested change presented (M Stringer/K Irwin) was passed unanimously.
II. Enrollment Presentation	Marilyn Flores and Jose Vargas presented the SCC credit and non-credit Enrollment Management Plans that were presented to the Board of Trustees.	PP presentation is on the EMC website.
III. Committee Reports	Mike reported that the Educational Master Plan 6 year plan is coming.	
IV. Proposed Course Offering form	Rudy will send Mike a list of missing programs. Mike will contact the department chairs of those programs ask them to submit their programs.	Rudy will continue to be the contact in counseling to send the forms to.
V. Committee Survey Follow-up	3 things needed: membership lists, accessibility to information/minutes, and resource requests.	Follow-up needed on what committees can make resource requests.
VI. Enrollment Management Plan	Von asked for volunteers to access each of the 6 EMP goals. A sign-up sheet was sent around the table.	Schedule meetings for April.
VII. Other	Joyce shared her concern that we have too much to cover in one meeting. She asked if we should add another meeting each month or add 30 minutes to our current meetings.	Adding 30 minutes was the popular vote. Beginning April the meeting will be 3:00-5:00pm.

<b>SUGGESTED FUTURE AGENDA ITEMS</b>		
<b>ANNOUNCEMENTS</b>		
Next Meeting	<b>April 19, 2017, 3:00-5:00pm, Room H-209-5</b>	

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, act, communicate and think critically. We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an engaging education to a diverse community. (Approved by College Council 4/12/11)