

**Enrollment Management Committee Meeting**

**MINUTES**

September 20, 2017

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

**Attendance:** Leonor Aguilera, **Elizabeth Arteaga**, **Starr Avedesian**, Rudy Carrion, **Jennifer Coto**, **Mike DeCarbo**, Rosa Dela Torre, Darlene Diaz, **Lori Fasbinder**, **Melissa Govea**, Regina Lamourelle, **Von Lawson**, Miguel Luna, **Tuyen Nguyen**, **Julie Peeken**, **Janis Perry**, **Marcelo Pimentel**, Frank Rivera, **Sergio Rodriguez**, **Andy Salcido**, **Teresa Saavedra**, **Barbara Sprout**, **Martin Stringer**, **David Vakil**, **Aaron Voelcker**, **Vivien Vu**, **Joyce Wagner** (BOLD indicates present)

**Guest:**

NEW BUSINESS	DISCUSSIONS/COMMENTS	OUTCOME/FOLLOW UP
I. Approval of Minutes - 5/17/2017		Motion to approve the minutes (M. Stringer & M. Pimentel) passed unanimously.
II. Mission Statement		Goal 3: Responsibility, add retention equals persistence
III. Committee Reports	None.	
IV. Intersession Analysis	Aaron provided a 4 year, 2013-14 to 2016-17 analysis handout. Showing intersession success rate and term yield. Enrollment increased 50% in this time period. Joyce stated that most students take intersession as an extra class not affecting spring enrollment numbers. Michael said our focus should be to retain students not just add new programs.	A&R will continue to email current students with an FYI-regarding intersession dates. Melissa emails her students with next semester course offerings. Continue to consider holidays when determining annual calendars.
V. Enrollment Management Plan <ul style="list-style-type: none"> <li>• Goal assessment</li> </ul>	Von - Distributed a draft of the EMC Action Plan. The committee made suggestions for edits/additions.	Von will make changes and draft a letter to leadership with regards to the work that has been done. Joyce will update the website with EMC Plan and membership.
VI. Student Town Hall survey results	Survey result handouts provided. Possible strategies: New student check list, pathways, check other colleges to see if their drop rate is equal to SCC's.	Joyce will add to website. Aaron will check Data Mart for fall and spring drops.

<b>SUGGESTED FUTURE AGENDA ITEMS</b>	Instructional calendar, Data Mart, block schedule, 2 year schedule.	
<b>ANNOUNCEMENTS</b>	New ASG rep. Teresa Saavedra	
Next Meeting	<b>October 18, 2017, 3:00-5:00pm, Room H-209-4</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)