

Enrollment Management Committee Meeting

MINUTES

October 19, 2016

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

Attendance: Jennifer Coto, Mike DeCarbo, Rosi Enriquez, Cassandra Garcia, Kari Irwin, Regina Lamourelle, Von Lawson, Miguel Luna, Julie Peeken, Andy Salcido, Martin Stringer, Joyce Wagner

Absent: Leonor Aguilera, Joseph Alonzo, Carolyn Breeden, Rudy Carrion, Lucy Carr-Rollitt, Rosa Dela-Torre, Abdul Isira, Tuyen Nguyen, Frank Rivera, Sergio Rodriguez, Barbara Sproat, Aaron Voelcker

Guest: Debbie Brooks, Cassandra Cheung, Trinh Vo

OLD BUSINESS	DISCUSSIONS/COMMENTS	OUTCOME/FOLLOW UP
NEW BUSINESS		
I. Approval of Minutes - 9/21/16		Motion to approve the minutes with correction presented (M. DeCarbo/R. Enriquez) was passed unanimously.
II. Report from P.I.E. Committee		M. DeCarbo reported that the committee is working on streamlining the rubric.
III. Program Name Change Issues	Debbie Brooks reported that Geology is now Earth Sciences and WebAdvisor does not direct students to the new program name when they search for Geology sections. This has caused a large drop in enrollment which has lowered FTES. She shared possible fixes, and that these fixes would have to be presented to ITS and added to their priority list.	Emails to target student groups have increased the enrollment in Earth Sciences this semester. EMC will talk T. Nguyen and S. Rodriguez at next meeting and ask to move forward with WebAdvisor fix.
IV. Proposed Course Offering	This document will help us track pathways and can be used for the Accreditation Mid-term report. The forms received so far are varying in format – some follow the catalog course list, some have the courses out-of-order and some only list courses in the discipline. This is our pilot attempt; we can determine for next time which format is most useful.	Requested date is October 31. Von will send the collected forms to J. Coto. Counseling will determine format.

V. Enrollment Management Plan	The Board of Trustees Meeting is at SCC Oct. 24; Marilyn is presenting SCC's EM plan and progress. Review and discussion of the plan goals and strategies. Goal 1: This is the 3 rd semester of dual enrollment with OUSD Goal 2: Ad Hoc Marketing Task Force Goal 3: Utilizing waitlists and enrollment plans Goal 4: Escalated Math courses using STAR/STEM/Tutoring centers. 1 st year student support center start-up. Discover SCC Goal 5: Equity Plan Goal 6: Focus should not be FTES	Joyce will update our progress and future strategies, and send to the committee for review. She will provide Marilyn with an update. Goal 4: C. Garcia will present 'student peer' participation in 1 st year student support center to ASG council and report back.
VI. Instructional Calendar	Students should be surveyed, and asked if the beginning and ending dates for intersession and spring are considered when they choose a school to attend.	M. DeCarbo will work with A. Volcker on survey questions and have to ASG by 11/4. C. Garcia will survey students at Town Hall.
VII. Post-Census CIO Enrollment Survey		Distributed for review and information. No follow-up required.
VIII. Updates/Other: <ul style="list-style-type: none"> Proposed room change 	M. DeCarbo suggested moving the EMC meetings to the Senate room, A-211. A. Salcido shared that the media and screen projecting in A-211 are poor.	The EMC will continue to meet in H-209-5.
SUGGESTED FUTURE AGENDA ITEMS	Credit by exam	
ANNOUNCEMENTS	This was the first meeting for Cassandra Garcia, this year's ASG Enrollment Senator. Cassandra, Trinh Vo, and Cassandra Cheung all representing ASG attended, and were introduced.	
Next Meeting	November 16, 2016, 3:00-4:30pm, Room H-209-5	

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)