

Enrollment Management Committee Meeting

MINUTES

March 20, 2019

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

Attendance: Leonor Aguilera, Elizabeth Arteaga, Starr Avedesian, Denise Bailey, Ruth Babeshoff, Rudy Carrion, Mike DeCarbo, Darlene Diaz, Joe Dueñez, Lori Fasbinder, Scott Howell, Regina Lamourelle, Von Lawson, Miguel Luna, Tuyen Nguyen, Janis Perry, Marcelo Pimentel, Gabriel Razungles, Frank Rivera, Sergio Rodriguez, Andy Salcido, Jorge Saucedo, Barbara Sproat, Martin Stringer, David Vakil, Aaron Voelcker (**BOLD indicates present**)

Guest:

NEW BUSINESS	DISCUSSIONS/COMMENTS	OUTCOME/FOLLOW UP
1) Approval of Minutes		Meeting start time: 3:03 pm Motion to approve the minutes: M. Luna & D. Bailey
2) Committee reports/updates	PIE: Sent benchmarks for Vision of Success to state chancellor. Option to leave goal at 20% instead of 40% was presented and passed through senate, will go to college council for approval. Resource request has been reviewed and itemized. It will be presented at next PIE meeting.	
3) Review of : a) Enrollment Management Plan b) Enrollment Management Action Plan (Fall 2019)	<p>Overall plan presented by M. DeCarbo: Page 3, change last sentence of the Mission to: "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." Introduction to change date to "2019-2022". Page 4, bullet 9 change to "2 Faculty from Arts, Humanities, and Social Sciences Division". Bullet 11, change to "2 Faculty from Business and Career Education Division". Page 6 to replace Resource Request Process Flowchart to the current one.</p> <p>Page 8, Goal 1 to read, "Collaborate with Outreach, Academic Affairs, Student Services, and high school leadership to increase and maintain the presence and visibility of SCC at high schools". 1A Strategies change to "Identify a task force that includes members from outreach, student services and counseling". Add "DSPPS" to Responsible Party.</p> <p>Page 9, Goal 2 to read, "Collaborate with Outreach, the Marketing Task Force, Academic Affairs, Student Services, the SCC Foundation, and local community-based organizations to increase the presence and visibility of SCC in the community". 2B Benchmarks to read "List is created with SCC point of contact identified (potential Public Information</p>	M. DeCarbo will draft the resolution and present to senate.

Officer)". 2C, add "President's Cabinet & Admin. Services" to Responsible Party.

Page 11, Goal 3, 3A Strategies to read, "Determine the measurement(s) that would reflect how well the schedule meets student and industry demand". Responsible Party to include "Department Chairs/ Program Facilitators" to Division Deans. 3B Strategies to read, "Determine what data are required to fully identify student and industry demand". Responsible Party to include "Department Chairs/Program Facilitators" to Division Deans. 3C Strategies to read, "Examine data to provide recommendations to optimize course offerings based on demands". 3D Strategies to read, "Analyze the impact of recommendations on measures of success, retention, persistence, and goal completion".

Page 12, Goal 4, 4A Strategies to read, "Obtain a research tool to collect information about characteristics that may predict student success and retention". Benchmarks to read, "Tool is obtained and piloted". 4B Strategies to read, "Analyze our current student and learning support services to determine approaches that promote and enhance a successful and sustainable learning environment". 4C Strategies to read, "Identify critical courses fulfill requirements in order to maximize the number of students who are able to complete programs within two years and ensure that these courses are offered on a regular basis.". Add "Program Facilitators" to Department Chairs under Responsible Party. 4D Strategies to read, "Institutionalize the systematic and ongoing collection and analysis of data relating to scheduling patterns and impacts".

Page 13, Goal 5 to read, "Identify the equity gaps amongst disproportionately impacted students and utilize the College's data from the Student Equity Plan, program reviews, and other resource to implement strategies that will decrease those gaps". 5A Strategies to read, "Examine data of the Student Equity & Achievement Plan on disproportionately impacted students and identify equity gaps". Add

	<p>“Enrollment Management Committee” to Responsible Party. 5B, add “Enrollment Management Committee” to Responsible Party. 5C Strategies to read “Review the effectiveness of strategies (instruction & student services) and provide college-wide recommendation”. 2nd bullet point under Responsible Party to read, “Enrollment Management Committee members”.</p> <p>Page 14, Goal 6, 6B to read “Create a document of best practices to ensure a balance between comprehensive, high-quality course offerings and fiscally responsible practices”. Benchmarks to add “A document is created”. Add “Enrollment Management” to Responsible Party.</p>	
		Meeting end time: 4:15 pm
ANNOUNCEMENTS	Introduction of new members: Scott Howell (AHSS), Jorge Saucedo (CE), & Gabriel Razungles (ASG)	
Next Meeting	April 17, 2019 3:00-4:30 pm, Room 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, 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)