

Enrollment Management Committee Meeting

MINUTES

May 15, 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: 3:04 pm Motion to approve the minutes: Martin Stringer & Miguel Luna. 3 abstentions
2) Committee reports/updates	<p>Diaz, Curriculum eLumen report: running, full agenda for Monday, troubleshooting as they go. Every meeting is also training for the reps/curriculum faculty. There will be requisite language added. Curriculum page added AB705 reference. All courses launched by June 7 with pre requisite language added.</p> <p>Rudy C.: reviewing applications for excused withdraw (doesn't count as an attempt on the course). Petitions are online, once completed students are sent to AR to process.</p> <p>Sergio: WebAdvisor is going away in 2021. Fall 2019 beginning of implementation components. Training for faculty is coming as well. Add codes functionality will be tested to see how they work. Tech committee will send out an email with reminders.</p>	
3) Update of Enrollment Management Plan (D. Diaz)	EM Plan has gone through 1 st and 2 nd read.	
4) EM Action Plan 2019 (D. Diaz)	<p>Coming Fall we should start executing some of the benchmarks in the action plan. We may be doing some already. We will be working on Goal #6</p> <p>Sergio R. commented on the Self-Service option which is in its pilot stage and trying to asses functionality. Counseling is doing the online Ed plans already and testing. Using the projected courses that will be taken according to the students input on the Ed plan may allow for better planning of courses in future semesters. Looking at some of the data as preliminary and trying to refine it with ITS to get a formidable report. Only about a quarter of the student body</p>	Online Ed Plan demo to be presented by Rudy and Sergio in the Fall meeting.

	<p>has an Ed plan, but as more students are aware of them then the numbers will increase.</p> <p>Committee expressed that this could be valuable data for certain courses, but not all courses. Determined to look at the online Ed plan in the fall. Rudy C. & Sergio R. offered to do a presentation.</p> <p>Aaron V.: Have committee consider using Power BI pro accounts for admin and maybe classified to share information/reports available.</p>	
<p>5) Early Welcome Discussion (D. Bailey, D. Diaz)</p> <p>a) How is Early Welcome enrollment effecting current student enrollment?</p>	<p>Diaz presented Astra information showing enrollment is at max capacity;</p> <p>Rudy; we need more sections for math/humanities; too many students are on waitlists.</p> <p>Diaz; concern is for continuing students not being able to take needed courses.</p> <p>Tguyen; not all seats are taken by early welcome students.</p> <p>Diaz: we need to come up with a plan for equity in registration if early welcome is the majority now. Need to have access for our continuing students and non-credit students in their chance of enrollment. Or provide an opportunity to enroll.</p> <p>Vakil: we need to see how big the problem of enrollment is before we figure out how to solve the problem.</p>	
<p>6) AB1313 - Higher education: prohibited debt collection practices</p>	<p>Presented information that the bill proposes that we cannot hold transcripts for not payment. This is brought up because of the resolutions that have been passed. This is just an awareness.</p>	
<p>7) Annual Committee Evaluation Survey 2018-2019</p>	<p>Committee answered survey questions. Diaz to finalize and send out.</p>	
		Meeting end time: 4:27 pm
ANNOUNCEMENTS		
Next Meeting	TBD	

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)