

**ENROLLMENT MANAGEMENT COMMITTEE
MINUTES**

**May 19, 2021 | 3:00 – 4:30 p.m.
Zoom Meeting 916 9355 8264**

ATTENDANCE (BOLD indicates online presence)

Leonor Aguilera	Rudy Carrion	Regina Lamourelle	Janis Perry	Andy Salcido	Aaron Voelcker
Joanne Armstrong	Jennifer Coto	Miguel Luna	Elaine Pham	Jorge Saucedo-Daniel	Guest:
Elizabeth Arteaga	Nahla El Said	Christine Martinez	Marcelo Pimentel	Barbara Sproat	
Denise Bailey	Corinna Evett	Guillermo Medina	Sergio Rodriguez	Mike Taylor	
Jacob Bereskin	Scott Howell	Tuyen Nguyen	Craig Rutan	Loann Tran	

NEW BUSINESS	DISCUSSIONS/COMMENTS	OUTCOME/FOLLOW UP
1) Welcome	Corinna Evett welcomed committee members.	Meeting start time: 3:03 p.m.
2) Approval of April 21, 2021 Minutes	Minutes from April 21, 2021 approved as corrected.	Motion to Approve: Barbara Sproat Second: Jennifer Coto Discussion: None Abstain: None Motion carried without dissent
3) Committee Reports/Updates (as related to Enrollment Management) (10 minutes)	<p>Distance Ed Committee: The committee is in the process of drafting a Distance Ed manual which will define the different modalities such as the new Hy-Flex (Flexible Hybrid: course is taught on-site and online). This will give faculty an opportunity to offer their classes in various ways.</p> <p>Curriculum: The Cultural Curriculum Audit Program recommendation is moving through Senate and has one more reading. To maintain consistency, the Senate Handbook will reflect the same modality definitions as the Distance Ed manual.</p> <p>PIE Committee: The PIE committee completed the Resource Request process and forwarded 23 prioritized recommendations to College Council for funding utilizing lottery and HERFF funds.</p> <p>Master Planning Committee: The Senate approved a resolution to adjust the Program Review deadline from Fall 2021 to Spring 2023. Additionally, the Educational Master Plan Cycle was expanded from a six-year cycle to an eight-year cycle.</p>	
4) Enrollment Update and Conversation (15 minutes)	Spring 2021 actuals are down ~400 FTES on the credit side, while non-credit continues to rise at +254 FTES. SCCs annual total is down -146 FTES.	

5) Annual Committee Evaluation Survey	EMC members discussed the annual committee survey and placed emphasis on the following: a). EMC requested the Academic Senate President continue discussions regarding the Class Cancellation Guiding Principles policy with the new College President. b). EMC strongly supports a college wide effort to implement and achieve a balance between comprehensive, high quality course offerings and fiscally responsible practices in order to maintain vibrancy in SCCs academic programs. c). EMC recommends faculty and administrative leadership change the SCC Class Schedule Availability Timeline so that students have access to the schedule sooner	
6) Support for a Balance of Modalities for Class Offerings in the Class Schedule	The EMC drafted a resolution in support of having a class schedule that reflects a greater variety of modalities for single courses with multiple sections. For example, BIOL-109 offered 7 sections, all online. Offering a course in a single modality severely limits opportunities for student choice, access, and success.	Motion to extend the meeting by 15 minutes: Marcelo Pimentel Second: Aaron Voelcker Motion passed Motion to approve the Resolution: Barbara Sproat Second: Regina Lamourelle Motion passed
8) Questions/Other (5 minutes)	None	
ANNOUNCEMENTS		
Next Meeting	September 15, 2021	Meeting ended at 4:48 p.m. Motion to Adjourn: Marcelo Pimentel Second: Aaron Voelcker Motion Carried

EMC meetings are held on the 3rd Wednesday of the month from 3:00-4:30pm in 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, to act, to communicate and to think critically. 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. (Approved by RSCCD Board of Trustees, 12-04-17)*

Enrollment Management Committee Mission Statement: *With a primary focus on sustaining long-term student success and in accordance with Santiago Canyon College's mission and core goals, the Enrollment Management Committee (EMC) will develop a holistic and integrated approach to enrollment management that supports college-wide collaboration, engagement, creative-thinking and consensus building.*

The purpose of the EMC is to discuss enrollment strategies and to make recommendations that contribute to student access, recruitment, persistence, completion, and lifelong learning through diverse program offerings.