

ENROLLMENT MANAGEMENT COMMITTEE

MINUTES

October 16, 2019

3:00-4:30 p.m. | H-209-4

ATTENDANCE (BOLD indicates presence)

Leonor Aguilera	Jennifer Coto	Marianne Laney	Gabriel Razungles	Barbara Sproat
Elizabeth Arteaga	Mike DeCarbo	Miguel Luna	Frank Rivera	Martin Stringer
Denise Bailey	Darlene Diaz	Tuyen Nguyen	Sergio Rodriguez	David Vakil
Ruth Babeshoff	Lori Fasbinder	Janis Perry	Andy Salcido	Aaron Voelcker
Rudy Carrion	Scott Howell	Marcelo Pimentel	Jorge Saucedo	Wirtz, Laura

NEW BUSINESS	DISCUSSIONS/COMMENTS	OUTCOME/FOLLOW UP
1) Approval of Minutes from September 18, 2019	Minor corrections made to September minutes.	Meeting start time: 3:05 pm Motion to approve the minutes: Aaron Voelcker & Martin Stringer. 12 Ayes, 2 Abstentions
2) Committee Reports/Updates	<p>Shared information concerning the dismissal time of evening classes with regard to public transportation. Currently, the last bus leaves at 10:38 p.m. and campus gates are closed at 11:00 p.m. To ensure students have adequate time to vacate the premises, all classes should end by 10:20 p.m.</p> <p>Discussion regarding the addition of the following statement as a responsibility of the Enrollment Management Committee as it relates to resource request funding prioritization in Planning and Institutional Effectiveness (PIE):</p> <p>“Make recommendations to the Planning & Institutional Effectiveness Committee on the prioritization process of campus-wide allocation of resources (e.g. equipment, technology, personnel, facilities, funding)”.</p>	
3) Review POE Questions Survey results (D. Diaz)	Reviewed the Planning and Organizational Effectiveness (POE) Questions Survey results.	Aaron will send the compiled survey results to POE.
4) RSCCD 2019-2022 Strategic Plan Goal Alignment (A. Voelcker)	Reviewed the final matrix demonstrating alignment between the Enrollment Management Plan goals and strategies and the RSCCD Strategic Plan objectives.	Aaron will send the final document to POE.
5) Goal 6, Strategy 6b (A. Voelcker)	Discussion regarding the best way to present information and define the process included: 1) Distinguish various types of course offering scenarios, i.e. the initial schedule that is made, adding classes depending on demand, and cancelling classes 2) Develop strategies to ensure balance	Aaron will combine the collected information to facilitate ongoing discussions.

	between departments, resources, student trends (online classes), etc. and 3) Employ fiscally responsible practices with regard to decision making.	
		Meeting end time: 4:32 p.m. Motion to adjourn Denise Bailey & Aaron Voelcker
ANNOUNCEMENTS		
Next Meeting	November 20, 2019	

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.