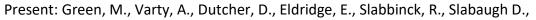


## **Enrollment Management Meeting**

Meeting Date: Feb. 5, 2020 Meeting Time: 8AM-9AM Location: Boardroom



Perlas, C (note taker)

Topic



Information/Action

Горіс	Information/Action
Welcome!	Welcome!
Approval of the Dec 12 <sup>th</sup> notes	Approval of the Dec 12 <sup>th</sup> notes
Old Business  I. Draft SEM Plan  a. Please Provide Feedback  b. From Dec 12 <sup>th</sup> Notes: Neil to draft section VIII  (to be completed by 1st Spring EM Meeting) Ideas for Neil for last section?	Old Business  I. Draft SEM Plan  a. Please Provide Feedback  Feedback Provided: Define acronyms, revise Exec. Summary and review for accuracy, convert SEM Timeline to Google Docs and track changes, add a section on 'Process', and revise target to 20%.  b. From Dec 12 <sup>th</sup> Notes: Neil to draft section VIII (to be completed by 1st Spring EM Meeting)  Ideas for Neil for last sections: Convert SEM Timeline table into Assessment Table and include measurement, benchmark data, assessment data and indicate if activity was achieved.  ACTION: Char to send Ron and Neil Assessment Table
New Business	New Business
I. Current Enrollment Update	I. Current Enrollment Update  Up a bit (but it is not accurate due to the inclusion of non-resident students).  Promise: Average GPA 2.3 and average units completed is 9.  Discussion ensued regarding how we can increase the success rates of Promise students. Need to hold students accountable when they drop below 12 units. Promise staffing needs were mentioned.
II. Spring 2020 Goals	<ul> <li>II. Spring 2020 Goals</li> <li>Re-look at Promise and develop strategies for increasing success rates</li> </ul>
	Mission Statement

	<ul> <li>Complete SEM Plan</li> <li>Prioritize SEM plan activities</li> <li>Begin implementation of SEM Plan activities</li> </ul>
Standing Items I. Report to IPB	Standing Items I. Report to IPB ACTION: Char to send notes to Melissa
SEM Timeline:  A. Target date to complete 19-21 SEM Plan: Feb 27th, 2020  B. Next plan (to be completed prior to ACCJC Site Visit)  2021 – 2024 Plan.	SEM Timeline: C. Target date to complete 19-21 SEM Plan: Feb 27th, 2020 D. Next plan (to be completed prior to ACCJC Site Visit) 2021 – 2024 Plan.
Future Items?	Future Items? Ron to report to Pillar II
Adjourn	Adjourn