|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ***MEETING DATE:*** | **Wednesday, March 13, 2019** | | | | | | |
| ***LOC./TIME:*** | **T-850, 10:30 a.m.-12:00 p.m.** | | | | | | |
| ***PARTICIPANTS:*** | **Co-Chairs: Vice President of Student Services (VPSS)-Vicki Ferguson\***  **Vice President of Instruction (VPI)-Rudy Besikof\***  **Membership**  **Dean (Instruction) - Denise Richardson**  **Dean (Enrollment Services) - Mildred Lewis**  **Vice President of Business Administration (VPA)-Derek Pinto**  **Director of Student Activities and Campus Life-Gary Albury**  **Director of IT-Rupinder Bhatia**  **Public Information Officer (PIO) - Dolores “Max” Bernal\***  **Academic Support Services Specialist-Derek Lee\***  **Research & Systems Technology Analyst-Clifton Coleman**  **Faculty Senate President-Fred Bourgoin\***  **Faculty/Guided Pathways-Suzan Tiemroth-Zavala\***  **Faculty/Guided Pathways-Eleni Gastis\***  **Counselor-Manuel Alcala**  **Counselor-Terrance Greene**  **Counselor-Janelle Tillotson\***  **Classified-Chandra Johnson-Malone**  **Classified-Iolani Sodhy-Gereben**  **Classified-Dr. Joseph Koroma**  **Classified-Rene Rivas**  **Associated Students of Laney College (ASLC) Representative-Vacant**  **Associated Students of Laney College (ASLC) Representative-Vacant**  **Associated Students of Laney College (ASLC) Representative-Vacant**  **\*Core IEPI/SEM Group**  **Note Taker- Hope Lane** | | | | | | |
| **AGENDA ITEM** | | | **DISCUSSION NOTES** | | **ACTION ITEMS** | |
| 1. **Meeting Called to Order** | | * VP Ferguson | |  | |
| 1. **Review the Draft: Strategic Enrollment Management Plan** | | * Vicki and Fred shared with the group the updates worked on by Eleni, Suzan, Fred, Vicki and Rudy. Since the last draft, a chart with the activities, metrics, timeline and responsible leads were added, which will be included in the appendix. * The committee reviewed each page of the document. * Feedback was provided (edits, adding action verbs, etc.) * Committee voted on the edits; one abstention. * Committee voted on the charge and responsibilities; one abstentions. * The draft SEM Plan and new committee charge/responsibilities will go to College Council for a first read on Wednesday, March 20, 2019; Faculty Senate on Tuesday, March 19, 2019; Classified Senate on Friday, March 15, 2019; Gary will take Associated Students of Laney College (ASLC) next week. | |  | |
| 1. **Adjournment** | | * Fred motion to adjourn; Rudy seconded | |  | |

**NEXT SEM COMMITTEE MEETING –March 20, 2019; T-850- 10:30 a.m.-12:00 p.m.**