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| ***COMMITTEE:*** | **STRATEGIC ENROLLMENT MANAGEMENT COMMITTEE** |
| ***MEETING DATE:*** | **March 4, 2020** |
| ***LOC./TIME:*** | **T-850/10:30 a.m.-12:00 p.m.** |
| ***PARTICIPANTS:***  ***ABSENT:*** | Vicki Ferguson, Rudy Besikof, Mildred Lewis, Denise Richardson, Gary Albury, Derek Pinto, Rupinder Bhatia, Larena Baldazo, Derek Lee, Clifton Coleman, Eleni Gastis, Suzan Tiemroth- Zavala, Inger Stark, Janelle Tillotson, Terrance Greene, Laura Bollentino, Joseph Koroma, Rene Rivas, Iolani Sodhy-Gereben, Karina Gonzalez  Mildred Lewis, Derek Lee, Clifton Coleman, Rene Rivas, Karina Gonzalez |
| ***NOTETAKER:*** | **Hope Lane** |
| ***HANDOUTS:*** |  |

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| **AGENDA ITEM** | **GOAL/DISCUSSION** | **ACTION** |
| 1. **Review and Approve Agenda**   **(5 Minutes)** | * Vicki Ferguson motioned to amend agenda to add Data Report to item VI. |  |
| 1. **Review and Approve**   **Minutes**  **(5 Minutes)**  Approve February 19th minutes | * Motion to approve minutes Laura Bollentino; Larena Baldazo 2nd, Abstention: Janelle Tillotson, Suzan Tiemroth-Zavala, Beth Maher | * Beth Maher appointed to committee replace Denise Richardson |
| 1. **College Council Update**   **(5 Minutes)** | * Rudy Besikof provided update of College Council presentation. |  |
| 1. **Flex Day Group Discussion**   **(20 Minutes)** | * Vicki Ferguson shared background of Flex Day activity and background. Laura Bollentino suggested having the workshop in the morning; Rupinder Bhatia (meeting rep) will follow up with Prof. Dev. Committee to suggest presenting in the morning. * Inger suggested switch workshop Goal #1 to #2; will add description to strategies. |  |
| 1. **POST Data Tool**   **(10 Minutes)**  Rudy Besikof | * Rudy Besikof demonstrated and provided background of Peralta Online Scheduling Tool (POST) data tool. SWIRL: Students who attend more than one campus within Peralta district. * Members questioned the ability to sort information; Rudy Besikof gave details of sharing, sorting and accessing the criteria. He noted one must be logged in to the portal to download to Excel. * POST is located within the website Institutional Research (IR) page. Since everyone may not have Rudy Besikof will grant access to all committee members. Terrance Greene questioned if classes are cancelled will they be posted to Data Tool. Rudy informed the committee POST is only for live active classes. | * Chairs will follow up with BI tool access for committee |
| 1. **Data Report** | * Vicki Ferguson shared content of data report shared ways we could * Will queries be available to Laney Community; who will access; * Rudy Besikof uses report to promote enrollment; and follows up with students as outreach; PIO receives responses |  |
| 1. **Program Pathways Mapper**   **(10 Minutes)**  Rudy Besikof | * Rudy Besikof explained and gave details of Program Pathways Mapper update and shared applied to statewide mapping project and Laney was accepted; $50k was cost and it was funded through the Guided Pathways grant. * Company/Concentrex will be responsible for cleaning of data we submit. Such as catalog, current curriculum and state curriculum data. * Eleni Gastis shared one-time payment; all mapped back to area of interest. * The committee reviewed and discussed Bakersfield College Program Pathways Mapper page to get an idea of mapping process and discuss Laney’s will be similar. * Committee questioned if timeline involved in the project and if campus community will have input. * Eleni Gastis shared Laney’s 8 areas interest Performing Arts; Skilled Trades; Human Services; Language and Communication; Culture and Society; Computer Technology. * Dr. Joseph Koroma suggested including financial aid options; Eleni Gastis will follow up with company and report back to committee. * Vicki assured Counseling Department will have input and before final plan is developed. * Concentrix and Statewide Coordinator Craig Ferguson to check in with participating college in the co-hort as needed. * Beth Maher Are areas of interest publicized yet? Eleni Gastis shared mapping plan is in progress and will include Laney’s Vision Dream, Flourish, Succeed and plan be integrated in Guided Pathways website. |  |
| 1. **Accreditation Updates**   **(10 Minutes)**  Rudy Besikof | * Rudy shared update on self-study report. Reviewed SEM committee draft standard 2. A.6., curriculum process; enrollment dates and projection; swirl and we schedule across district; start times of classes and SEM Plan. Rudy Besikof will add new members Inger Stark and Beth Maher to Canvas Shell; March 13, F-170 next meeting will work towards 2nd draft; Inger Stark suggested having library staff compile and organize data. |  |
| 1. **Other**   **(10 Minutes)** | * Rupinder Bhatia: Tech Tuesday class on Excel in TTLC, T-513. * March 5th & Cranium Café (online counseling), March 16th live counseling * Doug Cobb will do a live session. |  |
| 1. **Adjournment** | * Gary Albury motioned; Larena Baldazo 2nd meeting adjourned at 12:02 p.m. |  |

**NEXT SEM COMMITTEE MEETING – March 18, 2020 T-850- 10:30 a.m.-12:00 p.m.**