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| ***COMMITTEE:*** | **STRATEGIC ENROLLMENT MANAGEMENT COMMITTEE** |
| ***MEETING DATE:*** | **April 15, 2020** |
| ***LOC./TIME:*** | **Via Zoom/10:30 a.m.-12:00 p.m.** |
| ***PARTICIPANTS:******ABSENT:***  | Vicki Ferguson, Rudy Besikof, Mildred Lewis, 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, Elizabeth Maher |
| ***NOTETAKER:*** | **Hope Lane** |
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| ***ZOOM LINK:*** | [https://cccconfer.zoom.us/j/500441427](https://cccconfer.zoom.us/j/500441427?_ga=2.231515994.478387542.1584932839-960834594.1584235130) |

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| **AGENDA ITEM** | **GOAL/DISCUSSION** | **ACTION** |
| 1. **Review and Approve Agenda**

**(5 Minutes)** |  |  |
| 1. **Review and Approve**

**Minutes** **(5 Minutes)**🡪 **April 1, 2020** |  |  |
| 1. **Enrollment/ Accreditation Updates**

**(10 Minutes)** **🡪Rudy Besikof** |  |  |
| 1. **Enrollment Data & Student Survey Update**

**(10 Minutes)****🡪Clifton Coleman** |  |  |
| 1. **Remote Student Services and Instruction Report Out**

**(30 Minutes)****🡪 All** |  |  |
| 1. **Review SEM Calendar**

**(10 Minutes)**🡪 **Chairs** |  |  |
| 1. **Review 2019-2020 Goals**

**(10 Minutes)**🡪**Chairs** |  |  |
| 1. **Other/Updates**

**(10 Minutes)** |  |  |
| 1. **Adjournment**
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**NEXT SEM COMMITTEE MEETING–May 6, 2020 10:30 a.m.-12:00 p.m.**

**Via Zoom:** [**https://cccconfer.zoom.us/j/500441427**](https://cccconfer.zoom.us/j/500441427?_ga=2.231515994.478387542.1584932839-960834594.1584235130)

Here’s my report:

* **Counseling** is conducting remote counseling by Zoom and by phone.
* Students are booking online appointments via eSARS and counselors are confirming their appointment reasons by phone or email prior to their meetings.
* We have created fillable documents and memorialized new (but evolving) processes for remote counseling, posted in a collegewide counselor SharePoint group.
* We are currently meeting weekly in collegewide meetings to maintain accurate information across departments.
* Our Peak Improvement Team (PIT Crew) will meet next week to discuss possible formats for seeing students via drop-in, using our online resources.
* Counselors have been testing out Zoom and Screencast-o-matic to create short guide videos for students.