



STRATEGIC ENROLLMENT MANAGEMENT MEETING MINUTES

COMMITTEE: STRATEGIC ENROLLMENT MANAGEMENT (SEM) COMMITTEE

MEETING DATE: Wednesday, November 16, 2022

MEETING LOCATION: HYBRID → T-850 OR Zoom: <https://cccconfer.zoom.us/j/500441427>

TIME: 10:30 a.m.-12:00 p.m.

MEMBERSHIP: Marlon Hall, Rebecca Opsata, Mildred Lewis, Atiya Rashada, Dettie Del Rosario, Bala Sampathraj, Derek Lee, Clifton Coleman, Turshika Bennett, Nate Failing, Janelle Tillotson, Terrance Greene, Sarah Backes-Diaz, Joseph Koroma, Katrina Santos, Nia Ford, Nicholas Rothman (**Quorum is 8 +1**)

NOTETAKER: Hope Lane (All meetings will be recorded for notetaking purposes)

AGENDA ITEM	GOAL/DISCUSSION	ACTION
I. Review and Approve Agenda (5 Minutes)	<ul style="list-style-type: none"> Nathan Failing 1st; Sarah Backes-Diaz 2nd 	<ul style="list-style-type: none"> Agenda approved.
II. Review and Approve Minutes (5 Minutes) → November 2, 2022	<ul style="list-style-type: none"> Atiya Rashada 1st; Nathan Failing 2nd 	<ul style="list-style-type: none"> Minutes approved.
III. Enrollment Updates (10 Minutes) → Co-Chair Opsata	<ul style="list-style-type: none"> Updates included 14% up in students, 12 % in enrollment Increase in students compared to fall 2021; Resident and total FTES are up Full-time students 9.5%; Part-time 90.5% What are more ways to encourage students to take more classes? Courses are 74% full, more than in previous years On-campus classes (fill rate) 69 Full classes are at 74% Questions arose of the completion rate. 986 total sections offered for Fall 2022 3.2% moved to late start; 3.0% canceled due to low enrollment and not replaced; 0.9% canceled due to instructor issues 	<ul style="list-style-type: none">
IV. Debrief and discuss Charrette in relation to SEM and EMP plans (15 Minutes) → All	<ul style="list-style-type: none"> Feedback included: successful event, huge turnout, great food Students would like to host a town hall in the future to provide input for EMP Basic Needs Breakout Session discussed: the need for student housing, Partnership with OUSD, FAFSA completion, and the need for more student participation in Learning Communities 	<ul style="list-style-type: none">
V. Review: Mission, Values and Vision-Report Out (30 Minutes) → All	<ul style="list-style-type: none"> The committee suggested and made edits to the Draft Document (attached) 	<ul style="list-style-type: none"> Committee will continue to update and edit as needed.
VI. Discussion: Spring is Free Planning (15 Minutes) → All	<ul style="list-style-type: none"> FAQ flyers have been created and updated with information to questions that often arise Spring is Free at all campuses but will vary The co-Chair will follow up with Clifton to discuss issues with the application 	<ul style="list-style-type: none">

VII. Discussion: Spring Committee Topics (10 Minutes) → ALL	<ul style="list-style-type: none"> • Discussion topics included retention • Student Services usage data; later hours • Do students know about the services available? How can we spread the word? • Canvas Shell could be made to include orientation information for faculty that they can share with students. • Classroom visits for online classes • Centralize information for students access • Informational fliers & Banners • Master Calendar for updates and communication campaign • Orientation (students); comprehensive plan for students; and information sharing • Go through the goals and objectives document and tie it to SEM Plan • The webpage is difficult to navigate and use 	<ul style="list-style-type: none"> •
VIII. Updates	<ul style="list-style-type: none"> • December 21st meeting canceled due to winter break 	<ul style="list-style-type: none"> •
IX. Adjournment	<ul style="list-style-type: none"> • Sarah Backes-Diaz 1st; Atiya Rashada 2nd Meeting adjourned @ 11:58 a.m. 	<ul style="list-style-type: none"> •

UPCOMING SEM COMMITTEE MEETINGS

December 7, 2022

December 21, 2022**

February 1, 2023 (Committee does not meet in January)