



# STRATEGIC ENROLLMENT MANAGEMENT MEETING MINUTES

**COMMITTEE:** STRATEGIC ENROLLMENT MANAGEMENT (SEM) COMMITTEE

**MEETING DATE:** Wednesday, September 21, 2022

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

**MEMBERSHIP:** Marlon Hall, Rebecca Opsata, Mark Fields, 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

**ABSENT:**

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

**Zoom Link:** <https://cccconfer.zoom.us/j/500441427>

AGENDA ITEM	GOAL/DISCUSSION	ACTION
<b>I. Review and Approve Agenda</b> (5 Minutes)	<ul style="list-style-type: none"> <li>Sarah Backes-Diaz 1<sup>st</sup>; Mark Fields 2<sup>nd</sup></li> </ul>	<ul style="list-style-type: none"> <li>Majority passes. Agenda approved.</li> </ul>
<b>II. Review and Approve Minutes</b> (5 Minutes) →May 4 & Sept. 7, 2022	<ul style="list-style-type: none"> <li><b>May 4<sup>th</sup>:</b> Mark Fields 1<sup>st</sup>; Co-Chair Opsata 2<sup>nd</sup>.</li> <li><b>Sept. 7<sup>th</sup>:</b> Janelle Tillotson</li> </ul>	<ul style="list-style-type: none"> <li>May 4<sup>th</sup> Minutes: 3 abstentions, majority passes, minutes approved.</li> <li>Sept. 7<sup>th</sup> Minutes: 1 abstention, majority passes, minutes approved.</li> </ul>
<b>III. Membership Update</b> (5 Minutes) →Ms. Hope	<ul style="list-style-type: none"> <li>Ms. Hope informed the committee of the membership and will keep an attendance roster for each meeting.</li> </ul>	<ul style="list-style-type: none"> <li>Ms. Hope shared membership updates and will update as needed.</li> </ul>
<b>IV. Enrollment Updates</b> (10 Minutes) →Co-Chair Opsata	<ul style="list-style-type: none"> <li>Co-Chair Opsata shared enrollment updates: Laney is up 14% compared to fall 2021.</li> <li>Up 10% in seats, more students but only one class, so enrollment is not keeping up in proportion, bringing the numbers down.</li> <li>Fall '21 709 sections; this year 658 (50 less) this semester, but 14% more students. Good for the financial bottom line.</li> <li>Enrollment is not over. Late start classes begin</li> <li>Laney.edu (Open Seats are posted every Monday).</li> <li>Late start classes begin in October, and classes are filling quickly. Schedulers update the list, and the district will post it on the webpage.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<b>V. Enrollment Master Plan (EMP): Mission, Values and Review</b> (30 Minutes) →Co-Chairs	<ul style="list-style-type: none"> <li>Co-Chairs shared work committee has done thus far in closing out previous SEM Plan.</li> <li>Laney is in the progress of updating the Educ. Master Plan (EMP) and the committee will</li> </ul>	<ul style="list-style-type: none"> <li>Committee members are to research a community college (mission/vision), provide insight and</li> </ul>



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	<p>work in concert to update our plan during that time.</p> <ul style="list-style-type: none"> <li>• Co-Chairs also shared a big part of EMP includes reviewing the <i>mission, values and vision</i>. The committee has been asked to provide input and begin the conversation on what is needed.</li> <li>• Committee assigned breakout rooms to share thoughts on the current Vision: Dream-Flourish-Succeed. Will email me with notes from groups.</li> <li>• The consensus among groups included the original vision (2017) was created pre-pandemic, and times have changed drastically; one voice should not speak for the whole body of the campus, to name a few.</li> <li>• Committee will research various community colleges and report back in the next meeting.</li> </ul>	<p>feedback, and email the findings to Co-Chair Hall.</p>
<p><b>VI. Connection and Entry Fall Project</b> <b>(30 Minutes)</b> → All</p>	<ul style="list-style-type: none"> <li>• The committee was asked to log on to CCC Apply and report if there were issues when enrolling in classes.</li> </ul>	<ul style="list-style-type: none"> <li>• Log in to CCC-Apply and note if any issues occur.</li> </ul>
<p><b>VII. Updates</b> <b>(5 Minutes)</b></p>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<p><b>VIII. Adjournment</b></p>	<ul style="list-style-type: none"> <li>• Dean Lewis motioned to adjourn; Sarah Backes-Diaz 2<sup>nd</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 11:46 a.m.</li> </ul>

**UPCOMING SEM COMMITTEE MEETINGS**

- **October 5, 2022**