

# Crafton Hills College

## Enrollment Management Committee

### Minutes

Date November 17, 2011

#### Members

**Bahner, Daniel**  
**Colvey, Kirsten**  
**Contreras, Amber**  
 Harrison, Gloria (eo)  
 Hegde, Raju  
 Hogrefe, Richard  
 Marshall, Cheryl  
 Moore, Alisa  
**Jenna Nunez**  
**Paddock, Ericka**  
 Rippey, Scott (eo)  
**Warren-Marlatt, Rebecca**  
**Wurtz, Keith**  
 Yamamoto, June

**Mission Statement:** The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.

**Vision Statement:** The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.

**Institutional Values:** Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness

TOPIC	DISCUSSION	FURTHER ACTION
Approval of Minutes, October 20, 2011		Approved
Proposed PowerPoint for Communication Plan	The group made many recommendations for shortening the text on the slides. Jenna will help with pictures and graphics.	Rebecca will make the changes and email the revised version to members.
Progress on Goals <b>Goal 1, Objective 1.1:</b> Identify systemic dropout/stop-out points for CHC students so that effective interventions can be designed and implemented. <b>Goal 2, Objective 2.3:</b> Improve student access to services by revising campus and organizational processes. Robert Brown, RWM, Kirsten, Laura Winningham, work group for 2.3 <b>Goal 2, Objective 2.4:</b> Increase student retention and success by implementing strategies that are supported by evidence. Keith will provide a summary of research-supported best practices for 2 and 3 <b>Goal 3, Objective 3.1:</b> Implement research-supported best practices to increase certificate and degree completion, and support existing practices that are shown to support success. <b>Goal 4, Objective 4.1:</b> Develop programs and services to help transfer students define and reach their goals. Counseling and Title V staff will need to collaborate with Instruction on this goal	<b>Keith is still working on this Objective.</b>  <b>Rebecca reported the group has not met; she is exploring process evaluation models</b>  <b>Keith plans to have something to report by the December 15<sup>th</sup> meeting.</b>  <b>This item is tabled pending a report on the research</b>  <b>Kirsten discussed the difficulties involved in having Transfer personnel and counselors meet. Rebecca suggested that a counseling staff that is well-trained in counseling issues would be in students' best interests.</b>	Kirsten will ensure that counselors and Transfer Center personnel have adequate meeting time to share information and cross-train.
Enrollment language and data, continued discussion (case study)		Tabled
Adjournment		2 p.m.