

Crafton Hills College

Enrollment Strategies Committee

Minutes

Date: March 20, 2017

Time: 1 p.m.

Location: CCR 233

Present: **Kathy Bakhit, Chair**✓
 Denise Allen✓
 Larry Aycok✓
 T. L. Brink ✓
 Joe Cabrales✓
 Kirsten Colvey✓
 Sherrie Loewen✓
 Robert McAtee✓
 Mark McConnell✓
 Patricia Menchaca✓
 Joanna Quejada✓
 Evan Sternard
 Mike Strong
 Rebecca Warren-Marlatt✓
 Keith Wurtz
 June Yamamoto✓

| TOPIC | DISCUSSION | FURTHER ACTION |
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| History of the Committee | <p>The Enrollment Strategies Committee was initially developed out of the SSEEMM Committee (Student Success, Engagement, Enrollment Management and Matriculation Committee) but has not met in awhile. The Academic Senate voted to revive the committee. Kathy asked if someone could send her a copy of the original charge. The committee plans to redefine the mission and goals which will be voted on by the committee.</p> <p>The originally membership called for the following:</p> <ul style="list-style-type: none"> • Vice President of Instruction or designee • Vice President of Administrative Services or designee • Vice President of Student Services or designee • 1 Manager appointed by President • 2 Classified Staff appointed by CSEA • 5 Faculty appointed by Academic Senate • 1 Student appointed by Student Senate | <p>Redefine new charge of committee</p> |
| Change of Membership | <p>After some discussion, the committee approved to revise the membership to include the following:</p> <ul style="list-style-type: none"> • 7 Managers (To be determined) • 7 Faculty (Appointed by the Academic Senate; recommending at least one or more from each division) • 2 Classified Staff (One appointed by CSEA; one appointed by Classified Senate) • 1 Student (Appointed by Student Senate) <p>The meeting is open to the campus community, however, only members of the committee will be allowed to vote. Membership may be adjusted as needed. No quorum is required.</p> | <p>Determine committee membership</p> |

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| <p>Update of Current Efforts in Enrollment Strategies</p> | <p>Currently, Joanna Quejada has been serving as the Coordinator for the Dual Enrollment High School Partnership Program and working as a liaison with the representatives from the high school districts.</p> <p>The following will need to be addressed in the long term:</p> <ul style="list-style-type: none"> • How to measure our progress • Scheduling • Advertising | <p>Develop Goals</p> |
| <p>Plans for Upcoming Projects</p> | <p>1. Develop document for long term plan including:</p> <ul style="list-style-type: none"> • Goals for the projects • Values • Enrollment Pathways • How to measure success: Develop surveys for Faculty Orientation, Registration, Parent/Student Orientation • Develop minimum standards for instructional space • Difference between teaching a course at the campus versus teaching a course at the high schools. <p>2. Implementation Plan for Dual Enrollment</p> | <p>Develop long term plan</p> <p>Implementation Plan for Dual Enrollment</p> |

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| <p>Immediate Decisions</p> <p>A. YCJUSD proposed courses for Fall 2017</p> <p>B. RUSD proposed courses for Fall 2017</p> | <p>The following courses are being proposed for YCJUSD and RUSD for Fall 2017. A meeting is scheduled for Wednesday, March 22 at 11 a.m. which includes representatives from the high school. At this time we can explore the reasoning behind the proposed courses and make suggestions. In the past, there has not been a method of how courses are selected but the high schools are open to suggestions. Courses should be selected based on how will the course best serve the student. Pathways can be very effective if the groundwork is in place.</p> <ul style="list-style-type: none"> • ARABIC 101 • ASL 101 • COMMST 100 • COUN 110 • CHC 100 • BUSAD 155 • HIST 101 • ART 103 • MUSIC 103 • FIRET 101 <p>It was recommended that Kathy and Joanna meet with the Faculty Chairs and/or faculty for the above courses to hear their thoughts regarding offering the courses at the high school and to address any concerns.</p> | <p>Determine courses to be offered at each high school</p> |
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Due to scheduling conflicts the next meeting is scheduled on Wednesday, April 19, 2017 at 1:15 p.m. in CCR 233. Normally meetings are scheduled the third Monday of the month at 1 p.m. in CCR 233.