

Enrollment Strategies Committee - Minutes

Date: March 6, 2023
Time: 1:00 p.m. – 2:30 p.m.
Location: CCR 233

Members:

☒ Keith Wurtz, VPI Chair
☒ Natalie Lopez, Faculty
☒ Willie Blackman, Stu. Serv. Dir.
☒ TL Brink, Faculty

☐ Jimmy Grabow, Faculty
☒ Andrew Guevara, Faculty
☐ Kristina Heilgeist
☐ Mariana Macamay, Faculty
☒ Michelle Riggs, Director
☒ Ernesto Rivera, Faculty

☐ Giovanni Sosa, Dean IERP
☒ Delmy Spencer, VPSS
☐ Mike Strong, VPAA
☐ Diana Vaichis, CSEA Rep
☐ Dan Word, Inst. Dean
 Guest: Leslie Swindell

Action Items

Item, Presenter, Time	Minutes	SD#	SEG#	Proposed Action
February 6, 2022, Minutes, Keith Wurtz, 5 min	Approved minutes as written.	6		
QFE: Update on the Drop Reasons Survey, Keith Wurtz, 5 min	Keith coordinating with Valley and will update us on the next meeting.	1,2,6,7,	2,3	
Update on two-year schedule implementation process, Keith Wurtz, 5 minutes	Keith has been working with the chairs on a two-year schedule implementation, 6 semesters. Miriam to build out the next two years.	1,4,5,6,7	3,4	Miriam to build out the next two-year schedule.
QFE: Enrollment Dashboard , Keith Wurtz, 5 min	Enrollment is about the same, compared to last year. Keith is looking into free tuition for summer 2023 and Delmy is looking into wiping out student debt for approx.. 2,000 students.	1,4,5,7	3	
QFE: Marketing / Outreach Update, Michelle Riggs / Willie , 5 min	Willie is currently sending out emails for delayed and late start classes to include students that applied to CHC but did not enroll. Willie is tracking what outreach tools are working. Grove & Sage Oak to potentially partner with CHC for CCAP course with virtual options. Willie is working with local high schools as their bell schedules change. 5 CCAP classes to be offered 3 english and 2 math. Willie will be meeting with them tomorrow to go over the acceptance letter . April 28 th , 2023 – Senior Day June 3, 2023 – In person Express Enrollment.	1,4	3	Willie to work with Michelle for branding.

	<p>Michelle is currently marketing for summer (free summer tuition and books?)</p> <p>Target campaigns to be sent to applied but did not enroll, registered last fall but not spring, adult learners and new student which will direct them to free summer tuition and books page.</p> <p>An email was sent to students for Carevertise to promote junior colleges and will be paid monthly to promote.</p>			
Career and Academic Pathways Update, Jimmy Grabow / Keith Wurtz / Gio Sosa / Delmy Spencer, 5 min	<p>Shella and Josh made a lot of progress last week. CurriQunet set up a Guided Pathways website user friendly interface for students.</p> <p>Faculty can easily keep this updated by when they update CurriQunet.</p>	1,2,3,4,5,7	2,3,4	
Review and update the Enrollment Strategies Plan, Keith Wurtz, 30 minutes	Discussed enrollment strategies.	1,4,5,6,7	3,4	<p>Continue discussing enrollment strategies.</p> <p>Sharon to invite Luke Bixler to a meeting so that he can demo self service.</p>

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Mission Statement: The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

Vision Statement: To empower the people who study here, the people who work here, and the people who live in our community through education, engagement, and innovation.

Institutional Values: We rely on the following values to support our vision and mission:

- Respect: To champion active listening and open dialogue within our community.
- Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.
- Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.
- Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.
- Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience.
- Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.

STRATEGIC DIRECTIONS

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| 1. Promote Student Success | 4. Expand Access | 7. Develop Programs + Services |
| 2. Build Campus Community | 5. Enhance Value to the Surrounding Community | 8. Support Employee Growth |
| 3. Develop Teaching + Learning Practices | 6. Promote Effecting Decision Making | 9. Optimize Resources |

STUDENT EQUITY GOALS

1. Create a research agenda to analyze and understand disproportionate impact.
2. Promote high engagement teaching, service, and support throughout the college
3. Create clear pathways to promote completion and success.
4. Create cohorts and student communities to promote learning and success.

ENROLLMENT STRATEGIES COMMITTEE CHARGE

The Enrollment Strategies Committee primary focus is to sustain long-term student success and access by:

- Using qualitative and quantitative data to inform recommendations
- Evaluating on-going enrollment trends, activities, and initiatives
- Initiating research on scheduling at the department and division levels
- Developing, reviewing, and monitoring progress toward strategic enrollment planning goals
- Support the development and implementation of guided pathways
- Assessing, evaluating, and making recommendations for student support strategies to enhance student access, success, persistence, and goal attainment
- Supporting equity and inclusion in our decision-making

ENROLLMENT STRATEGIES COMMITTEE NORMS

- We will start and end meetings on time.
- We will follow the agenda.
- We will read materials, minutes, etc. and be prepared to discuss at meetings.
- We will listen to our colleagues without interruption and will show mutual respect.
- We will operate on consensus and seek agreements all can “live with;”
- We will make decisions based on clear information.

- We will bring closure to decisions.
- We will support committee recommendations.
- We will accept the fact that there will be differing opinions.
- We will use the best interest of our stakeholders (especially students) as the basis for our decision making.
- We will honor brainstorming without being attached to our viewpoint.
- We will give the opportunity for all members to contribute.
- We will be free to speak our minds without fear of reprisal.
- We will be transparent with our colleagues and our positions on issues.
- We will identify pending issues, agreements, and action steps at the end of the meetings.
- We will stay focused on topics under the charge of the committee
- We will report back to and seek input from constituents
- We will work to support equity and inclusion in our decision-making