Enrollment Strategies Committee - Minutes

Meeting Details

Date: November 5, 2026

Time: 12:45 p.m. - 2:00 p.m.

Location: CCR 233

Acronyms used in this agenda

- SD# = Strategic Direction number(s)
- SEG# = Student Equity Goal number(s)

Members (Attendance)

Enter P (present) or A (absent) in the Attendance column.

Attendance (P/A)	Member	Role / Representation
P	Willie Blackmon	Dean / Student Services
A	Veronica Arrowood	Director / Grants
A	Michell Riggs	Director / Marketing
A	Giovanni Sosa	Dean of IERP
A	Dan Word	Dean / Instruction
A	Delmy Spencer	VPSS
A	Toni Parsons	Associate Dean
A	Larry Aycock	Director of A&R
P	Jeff Smith	Dean
P	Lauren Bond	Faculty / Dual Enrollment Lead
A	Natalie Lopez	Faculty
P	Rick Hogrefe	Faculty
P	Souts Xayaphanthong	Faculty / Counseling
P	Ernesto Rivera	Faculty / Counseling
A	Nikki Baugh	Student Senate
		Classified professional
A	Diana Vaichis	CSEA
P	Keith Wurtz	VPI / Chair

Action Items

Item, presenter, time	Minutes	SD#	SEG#	Proposed action / next steps
October 15, 2026, Minutes, Keith Wurtz, 5 min	Minutes approved as written	4		
QFE: Enrollment Dashboard Keith Wurtz, 5 min	Keith provided an enrollment update. Spring is up 8%.	1		
QFE: New Enrollment Dashboard, Keith Wurtz, 5 min	Reviewed enrollment dashboard. Reviewed enrollment for the entire year.	1-3	1-5	
Dual Enrollment Logo Discussion, Lauren Bond, 15 min	Lauen discussed dual enrollment logo and discussed stickers, and pins etc. Lauren to send request to Michelle. Okay to use Dual Enrollment budget.	1-3	1-5	Lauren to send stickers and pin requests to Michelle Riggs.
Review Ideas for a Dual Enrollment Seniority List, Keith Wurtz, 30 min	Keith discussed dual enrollment seniority list. Keith started working on an MOU and didn't like the outcome. Lauren had a few ideas (English simulation) will work with Karla, Jamie and Laura.	1-3	1-5	Lauren to work with Karla, Jamie and Laura on a seniority list
Standing Item: Update on Dual Enrollment, Toni Parsons / Lauren Bond, 5 min	No updates this week.	1-3	1-5	
Standing Item: Marketing / Outreach Update, Michelle Riggs / Willie Blackmon, 5 min	Willie provided a marketing update. 11/04/26 150 Girl Scouts were on campus. 12/05/26 Redlands Xmas parade.	1-3	1-5	
Standing Item: Career and Academic Pathways Update, Keith Wurtz / Gio Sosa / Delmy Spencer, 5 min	No update this week.	1-3	1-5	

List of K-12 MQ Master's Application Approvals

Name	District	Degree	Date Updated	Amount Reimbursed	Up to Amount Approved	Amount Remaining
Vincent P.	YHS	MS Statistics	10/15/26	$5,222.10	$9,000	$3,777.90
Lara B.	Bear	MA History	7/8/26		$9,000	
Megn M.	Bear	MA English	7/8/26		$9,000	
Jennifer G.	Bear	MA in Math	9/3/26		$9,000	

Enrollment Strategies 2026-2027 Committee Accomplishments

Use this section to capture accomplishments discussed during the year.

Topic	SD#	SEG#

College Mission, Vision, and Values

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

- **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

1. Increase Student Enrollment
2. Engage in Practices that Prioritize and Promote Inclusivity, Equity, Anti-Racism, and Human Sustainability
3. Increase Student Success and Equity
4. Develop a Campus Culture that Engages Students, Employees, and the Broader Community
5. Foster and Support Inquiry, Accountability, and Campus Sustainability

Student Equity Goals

1. Increase the percentage of African American/Black students who apply and enroll at CHC in the same year.
2. Increase the percentage of African American/Black students persisting from fall to spring.
3. Increase the percentage of Hispanic/Latinx students completing transfer level Math and English.
4. Increase the percentage of African American/Black students' degree or certificate attainment.
5. Increase the percentage of Hispanic/Latinx students transferring to a four-year institution.

Enrollment Strategies Committee Charge

The Enrollment Strategies Committee primary focus is to sustain long-term student access, enrollment growth, equity, and success by supporting strategic enrollment planning and the successful, efficient implementation of dual enrollment at Crafton Hills College, while ensuring compliance with local, state, and federal guidelines for dual enrollment programs.

- Use qualitative and quantitative data to guide strategic enrollment planning and dual enrollment processes, including persistence, retention, completion, student success, and goal attainment data.

- Evaluate ongoing enrollment trends, activities, and initiatives to support student access, success, persistence, retention, and completion.
- Identify and address barriers to student access and participation, including financial, geographic, academic, technological, transportation, and other obstacles that may impact enrollment.
- Initiate research on scheduling practices at the department, division, and college levels to support access, efficiency, equity, and alignment with college practices.
- Develop, review, and monitor progress toward strategic enrollment planning goals, including goals related to dual enrollment, guided pathways, student support, and student success.
- Assess and evaluate student support strategies that enhance student access, success, persistence, retention, and goal attainment.
- Support equity and inclusion in decision-making, with attention to increasing student success among Disproportionately Impacted groups, including Latinx and Black/African American students.
- Collect and incorporate feedback from faculty, students, administrators, classified professionals, community, and high school district partners to support enrollment planning.

Enrollment Strategies Committee Membership

- Up to 6 Managers including the Director of Admissions and Records and the Associate Dean of Instructional Support Services (to be determined)
- Up to 6 Faculty including the Dual Enrollment Faculty Lead (Academic Senate will recommend the faculty chairs of departments inclusive with those with dual enrollment classes; recommending at least one from Math and one from English. Academic Senate will also recommend one faculty from each division where possible.)
- Up to 6 classified professionals (three appointed by CSEA; three appointed by Classified Senate)
- 1 Student (appointed by Student Senate)

Enrollment Strategies Committee Norms (2026-2027)

- 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