

Cerritos College
Enrollment Management Committee Minutes
Wednesday, September 25, 2019
3:00 – 4:30 p.m.
LC-51

Present:	Nayeli Duenas	Absent:	ASCC Representative
	Dr. April Griffin		CCFF Representative
	Dr. Shelia Hill		Dr. Daniel Gardner
	Dr. Michelle Lewellen		Dr. Amy Holzgang
	Rick Miranda		Brittany Lundeen
	Stephanie Murguia		Sandy Marks
	Dr. Dilcie Perez		Rachel Mason
	Anthony Rodriguez		Dr. Gary Pritchard
	Dr. Stephanie Rodriguez		Linda Ramos
	Berto Solis		
		Guest(s)	Traci Ukita

I. Approval of Minutes – August 28, 2019

There was a motion to approve the August 28 minutes by Mr. Solis and Dr. Lewellen seconded the motion. The vote to approve the minutes was unanimous.

Dr. Perez and Dr. Hill were not present for the vote.

II. Review 2016-19 Enrollment Management Plan
EMP Goal F: Enhancing Organizational Effectiveness

Mr. Miranda stated that the committee was asked to review the plan and be prepared with questions and feedback. After reviewing the data provided by Mr. Solis, the committee reached consensus to continue requesting data to identify gaps, and to discuss what process should be utilized to develop the new plan. Dr. Perez asked the committee to consider what components should be included in the new plan, and think about a realistic timeline. She also asked the committee to ask their peers and look at other colleges to see if there are any model plans that would be helpful.

III. Aligning Metrics with Updated Data: A Fresh Perspective
EMP Goal F: Enhancing Organizational Effectiveness

Mr. Solis provided a presentation with regard to aligning metrics with updated data for to student outcome baselines, FTES, and 100+ unit petitions. Mr. Solis discussed:

- cumulative GPA and units for academic years 2014-19
- success rates for full-time and part-time students for Fall semesters 2014-18
- overall FTES for academic years 2013-19

- overall FTES by Fall semesters 2013-18, Spring semesters 2014-19, and Summer terms 2013-18
- overall FTES by genders female/male for academic years 2013-19
- credit and non-credit FTES by genders female/male for academic years 2013-19
- overall FTES by race/ethnicity including Latino, Asian/Black/White, decline to state/mixed race/unknown, and Native American/Pacific Islander for academic years 2013-19
- overall FTES for part-time and full-time students for academic years 2013-19, and the corresponding ratios

The committee thanked Mr. Solis for his presentation and stated that the data was very thought provoking. Mr. Solis stated that his focus was to provide historical data so that the committee could discuss where the college should be, and eventually move into leading indicators to be more predictive. There is much work remaining.

Mr. Miranda stated that the data warehouse has been constructed for the past 2-3 years, and is now ready to provide reports with more specific data. The committee was asked to send any requests for additional disaggregated data to Mr. Solis by October 9 so that he has time to provide updates to the committee at its October 23 meeting.

IV. Students with 100+ Units
EMP Goal A: Strengthening the Culture of Completion

Ms. Murguia noted that reports for students with 100+ cumulative units provide snapshots for the time the report is produced, and that holds are removed when open enrollment begins per state regulations. This means that we do not have data for past years. Mr. Solis stated that the query was inconclusive, but shared information with regard to the distribution for genders males, females, and unknowns.

Ms. Murguia pointed out that the 100+ cumulative units rule applies to all students, even if they earned units prior to the implementation date of the regulation. Students who are subject to loss of enrollment priority may submit an [Academic Records & Standards Committee Enrollment Priority & California College Promise Grant \(CCPG\) Appeal Petition](#) to request an exception or exemption from our procedures. The committee stated that data disaggregated by age would be helpful, and discussed building upon our intervention strategies, which includes requiring these students to meet with a counselor. Dr. Perez stated that we need to help students identify their goals as soon as possible. She stated that a standard set of reports should be available to review regularly, and asked Ms. Murguia to query other colleges to learn about what reports they use and provide.

V. Member Reports and Announcements

None.

VI. Next Meeting – Wednesday, October 23