

Cerritos College
ENROLLMENT MANAGEMENT COMMITTEE

Minutes of February 28, 2018

Members Present: Dr. Kristi Blackburn, Dean of Institutional Effectiveness, Research and Planning
Dr. Stephen Johnson, Vice President of Student Services (Co-chair)
Sandy Marks, Instructional Dean of Health Occupations
Rachel Mason, Instructional Dean of Business Education & Humanities/Social Sciences
Rick Miranda, Vice President of Academic Affairs (Co-chair)
Debra Moore, Professor, Library
Stephanie Murguia, Dean of Admissions, Records and Services
Marcia Taylor, Disabled Student Programs and Services
Silvia Varela, Financial Aid

Members Not Present: Raul Avalos, Student Trustee, ASCC Student Representative
Craig Breit, Assistant Professor, Fine Arts and Communications
Dr. Renée DeLong, Dean of Counseling Services
Dr. Amy Holzgang, Professor, Sociology
Debbie Jensen, Professor, HPEDA, CCFF Designee
Michelle Lewellen, Faculty Senate President
Brittany Lundeen, Counselor/Assistant Professor, Counseling
Karen Patron, ASCC President
Armando Soto, Counselor/Associate Professor, Counseling

Dr. Johnson called the meeting to order at 3:09 p.m.

I. Approval of Minutes

MSU (Blackburn, Miranda) to approve the minutes of January 24, 2018, as presented. There were no abstentions.

II. Presentation of Reports

a. Goal 1F – Rick Miranda

Mr. Miranda reported that 9-week classes are becoming prevalent among students and many divisions, such as Business and Liberal Arts, are offering them more often. In addition, the AIME program is using this format for their program. He added that he will request a report of historical data for 9-week classes to present at a future meeting.

b. Goals 1O and 1P – Colleen McKinley and Elizabeth Miller

Ms. McKinley and Ms. Miller provided written reports with data on recruitment efforts. Documents included data from Cerritos Complete Parent Nights and On-Site Admissions, an AVID-EPP progress update, and an Adult School recruitment update. Additional supporting documentation of School Relations outreach activities and a PAACE Student Report for 2017-18 were provided.

c. Goal 1Q – Miya Walker

Ms. Walker did not present a report; however, it was noted by Dr. Johnson that there are many community relations outreach activities included in the School Relations report provided by Ms. Miller.

d. Goal 1W – Stephen Johnson

Dr. Johnson reported that Student Services managers and Academic Affairs will focus their collaborations on the key initiatives of Guided Pathways and Vision for Success. The groups are still working on mutually agreeable meeting times and a location.

e. Goal 5C – Stephen Johnson/Rick Miranda

Mr. Miranda reported that budget updates, enrollment management updates, and FTES information are regularly discussed at Academic Cabinet meetings. Dr. Johnson added that FTES and other enrollment data from IERP are also being reviewed and discussed at Student Services managers' meetings.

III. Member Reports and Announcements

There were no member reports or announcements.

IV. Future Agenda Items

- Continued Presentations of Enrollment Management Plan Activity Reports
- 9-week/9-week Course Pattern Historical Data Report
- Dr. Blackburn requested a guest speaker be invited to a meeting in the near future to discuss fiscal projections.

The meeting was adjourned at 3:31 p.m.