



Enrollment Management Meeting

Tuesday, Sept. 11, 2018
3:00 PM – 4:00 PM
Room 2314

Minutes

Committee Mission: The purpose of the Enrollment Management Committee is to serve as a collaborative clearinghouse to discuss, develop, recommend and monitor research-based strategies related to the recruitment, retention, completion, and support of Shasta College students in support of the district's enrollment goals and Strategic Plan initiatives. This committee is advisory to the Instructional Council.

Present: Mike Mari, Jason Kelly, Leroy Perkins, Susan Westler, Debbie Whitmer, John Yu

1. Review Minutes
 - a. Minutes Approved
2. 2017-2018 Enrollment Management Plan - Review Progress Report
 - a. Group wanted to follow up close the report out
3. 2019-2021 Enrollment Management Plan – Review of preliminary draft
 - a. Seek, Keep, Complete, and Culture of Inquiry template has rolled over.
 - i. This plan has equity and Guided Pathways built into it
 - ii. Group discussed changes to **Goal 1 - Seek**
 1. Discussion of FAFSA 'Require the completion of the FAFSA' part—whether to keep this given the challenges some students unable to get permission from parents, dependency status, etc.
 - a. Priority registration may or may not be taken advantage of
 - b. Change 'Completion' to 'Initiate'?
 - i. Want to have this completed by Nov so committee can present this to Instructional Council.
 - ii. Kept 'Completion' for the time being
 2. Change 'Expand online counseling capabilities' to 'Expand **virtual** counseling capabilities....'
 - iii. **Goal 2 – Keep**
 1. The group discussed the second bullet point – “Disaggregate retention and success data from academic programs to determine if equity gaps have been narrowed or eliminated and make revisions as needed for improved success.”
 - a. In the future, faculty will have access to disaggregated information regarding equity gaps.

- b. John Yu is part of a committee that will work with the new guidance from Chancellor's Office to help narrow down whether or not equity gap exists, as this could affect this goal.
 - c. Changed to read "Disaggregate retention and success data from academic programs to determine if equity **goals** have been **achieved** and make revisions as needed for improved success."
 - 2. Discussion on "Develop a plan to promote student support services to faculty"
 - a. Changed to: "Develop a plan to promote **faculty awareness of** student support services"
 - 3. Conversation regarding 'Implement the student portal'
 - a. This refers to single sign-on (SSO). From this, students could utilize MyShasta, Canvas, Summit, etc.
 - i. We will be utilizing Ellucian (Colleague) for Student Ed Planning and Automatic Ed Planning
 - 1. As a reminder – Colleague is the technology that the administration uses as a student information database. It can operationally be defined as a college management system. It is used college wide by most departments. Previously known as Datatel.
 - ii. John Yu will follow-up to provide a more concrete definition of what all will be encompassed by the Student Portal
 - b. This bullet point could benefit from an explanation of the student portal
 - 4. The group discussed "Expand promotion of Student Success courses" – add "to first-year students."
- iv. Discussion on Goal 3: Complete
 - 1. The first bullet point was reworded to "Informed by the Completion by Design framework, develop a campus communication plan that is informed by Guided Pathways and Equity goals."
 - a. This helps to shift the emphasis on completion.
 - 2. In the second bullet, the group decided to change "Starfish Early Alert" in second bullet point to '**Shasta Summit**.' It was reworded to state: "Implement Shasta Summit to scale to provide feedback and appropriate support services to students."
 - 3. Change bullet five to "... designed to **achieve** student equity **goals**."
 - 4. Move "Investigate the adoption of schedule builder software" to Goal 2.
- v. Discussion regarding adding a bullet point to address mentoring capabilities. Mentors would not be a mandatory program, but voluntary.
 - 1. There will be a discussion next time of adding this bullet point under Goal 2: Keep.
- vi. Discussion on Goal 4: Promote a Culture of Inquiry
 - 1. Change first bullet to read: "... identify areas of **need** and implement a plan to address these areas"
 - 2. Adapted language of second bullet to reflect use of Tableau, but kept language that would reflect a commitment to improvement.

3. Bullet two now reads “Make student success data more accessible and transparent in real-time.”
4. Next steps:
 - a. Close out 17-18 plan
 - b. Discuss issues raised in this meeting
5. Meeting adjourned