



**SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT
Enrollment Management Committee**

Wednesday, March 16, 2011
Room 746
3:00 p.m.

Agenda

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- February 16, 2011

3. STANDING REPORTS

- Student Success
- Student Services
- IT

4. DISCUSSION/ACTION

- Setting policy criteria for priority registration

5. ANNOUNCEMENTS

- Next Meeting – April 13, 2011

6. ADJOURNMENT

7 Tools for Effective Meetings

- 1) Stay on track- use the parking lot!
- 2) No one person dominates conversation
- 3) Everyone has a voice
- 4) All opinions are respected and valued
- 5) Recognize that you will not agree with all team decisions
- 6) Stay positive
- 7) Some things have to be believed to be seen.