



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

Wednesday, May 18, 2011
Room 746
3:00 p.m.

Agenda

1. CALL TO ORDER
2. APPROVAL OF MINUTES
 - April 20, 2011
3. STANDING REPORTS
 - Student Success
 - Student Services
 - IT
4. DISCUSSION/ACTION
 - New Financial Aid Processes – Connie Barton
 - Update – Region One Critical Concerns Meeting
5. ANNOUNCEMENTS
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.