

Minutes

Enrollment Management Committee Meeting

Wednesday, September 16, 2009

3:00 – 4:00pm

Room 2314

Present: James Crandall, Rosie Gilbert-Ahrens, Lauren Hollingsworth, Ann Sittig, Gary Houser, Catherine Jackson, Daniel Valdivia, Sheree Whaley, Kevin O'Rorke

Jennifer McCandless, Carol Rupe

Welcome Back – Kevin O'Rorke thanked the committee for all their hard work with the “fill the seats” campaign and for the help with the end of the year party. A positive connection with the community and facility was created and we need to make sure we keep it.

New Members – None. We did lose Eva Jimenez because of other obligations she will no longer be a part of this committee.

Update

Budget – Kevin O'Rorke asked the committee if anyone would like anything clarified as to budget situation. No one needed clarification.

Outlook –

Matric – The matriculation budget has been cut by 64% this affects our part-time counseling staff, some classified staff and the will require that we change our efforts. Full-time counselors had a meeting recently to discuss alternative ways of meeting matriculation components while dealing with the budget cuts.

Our Charge for the Year – Committee believes that at this time with the budget issues “retention” should be our focus along with payment policy and early alert.

Fee Payment Policy – Kevin O'Rorke informed the committee that there is \$2.5 million of unpaid registration fees owed to the college. Cabinet recommended that students pay before classes begin so next semester we will be requiring payment within seven days of registration. According to Title V students can not be dropped after school begins, so we may need to look at possible loop holes. During open enrollment students will be required to pay at the time of registration and for those who are registering online they will have a 24 hour deadline for payment. There are some unique situations that will have to be given some leeway like third party payments and students who are on pending financial aid. Most of the students who qualify for financial aid will also qualify for the BOGG which can be put in place immediately. We will still offer a payment plan option for those students who just can't pay everything up front.

Catherine Jackson will soon share preliminary results from early alert and the future meetings will center on retention, advertising the new payment policy and communicating back to the divisions.