

Enrollment Management Committee

Thursday, February 17, 2022

2:30-4:00 p.m.

Zoom

MINUTES

Approved: March 17, 2022

Members Present:

Adrian Arancibia, Lou Ascione, Francois Bereaud, Jae Calanog, Lisa Clarke, Molly Fassler, Anne Gloag, Dan Igou, Mary Kjartanson, Jesse Lopez, Andy Lowe, Alex Mata, Jessica McCambly, Max Moore, Thy Nguyen (student), Michael Odu (by Proxy), Jordan Omens, Kevin Petti, Wai-Ling Rubic, Namphol Sinkaset, Duane Short, Dan Willkie, Linda Woods, Joseph Young

Members Absent:

Darren Hall, Carol Sampaga, Tonia Teresh

Ex-officio Advisors Present:

David Mehlhoff, Scott Moller

Ex-officio Advisors Absent:

Becca Bowers-Gentry, Rodrigo Gomez, Julia McMenamin, Laura Murphy, Mara Sanft

Vacancies: Classified Professionals (1); Students (2)

Guests: Kandice Brandt, Eli Manalastas, Patti Manley, Jennifer Ock, Laura Pecenco, Xi Zhang

- I. **Call to Order** – The meeting was called to order by Co-Chair Dan Igou at 2:36 P.M.
- II. **Approval of Agenda**
MSC (Ascione/Omens) to approve the agenda as presented.
- III. **Approval of Minutes**
Item Tabled.
- IV. **Old Business**

#	Item
1.	<u>Course Occurrences & Scheduling</u> Laura Pecenco displayed a draft spreadsheet she created as a follow-up to October's retreat on Course Sequencing. From the input gathered last fall, she centralized the information by Interest Area; separating courses by discipline or degree and reflected transferability, modalities, frequency, times, and semester/session of the offerings. The final product could be used as a guide for class scheduling across and within Schools, to open dialogue amongst Chairs, and as a tool to review for students' progression to completion. Pecenco will distribute the draft to Chairs for review and additional feedback.

2.	<p><u>Where Are We Now?</u> Igou recapped the committee’s discussion during the fall semester about strategic enrollment management (SEM) and the committee’s purpose and responsibilities. He indicated that an enrollment management plan or recommendations should originate organically from this committee while recognizing barriers at the District level such as FTEF allocation and lack of an overall guide for the colleges. Igou opened the floor for dialogue and presented two opportunities to obtain information/resources on how to proceed for next steps: 1) CCCC Strategic Enrolment Management program, and 2) UCSD’s Summer Enrollment Management Academy.</p>
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v. New Business

#	Item
1.	<p><u>Chancellor’s 2022-23 SEM Program: Should Miramar Join?</u> Igou and Odu presented information on the application process and objective of the State Chancellor’s Office (CCCCO) Strategic Enrollment Management (SEM) Program for 2022-2023. The SEM program for next academic year is focusing on the student’s journey, including retention and completion. The objective of the program is that the participating colleges will develop and implement a plan at their institutions. A ten-member team made of faculty, staff, and administrators is to be identified. If selected, the program will start in June 2022 and end in May 2023. It was pointed out that this opportunity aligns with where Miramar currently is with campus projects and the Enrollment Management Committee’s purpose.</p> <p>Discussion followed regarding timing, momentum (District and Miramar), commitment, compensation, and campus-wide recruitment. MSC (Arancibia/Omens) to pursue submission of the CCCC’s Strategic Enrollment Management program application for 2022-2023. Igou and Odu to follow-up.</p>
2.	<p><u>Enrollment Management Academy Opportunity</u> Igou mentioned UCSD is also offering an Enrollment Management Academy during the summer from July 11 to July 14. There is a cost which hasn’t been determined yet. Odu indicated he will send an e-mail of interest for more details. Igou to send a message to the DL for participants.</p>
3.	<p><u>Planning for the Fall</u> Odu reported that the District is allocating the same number of FTEF for 2022-2023, and he will work with the deans on distribution. Odu asked for input and open dialogue about class offerings and modalities for not only student access, but retention, persistence, and completion. He also mentioned that District will launch the production timelines for summer and fall soon. During discussion, the following comments/concerns were made:</p> <ul style="list-style-type: none"> • Modality will depend on what’s best for the program with a student-centered lens • Student preferences • Vaccination/Booster requirements’ impact on enrollment • Need for a directed marketing approach to students and community • Opportunity to be leaders and strategize amongst the unknown’s • Need to address differences amongst the campuses and reach consensus relative to expectations in fully online and hybrid classes • Need for consistency to protect academic integrity • Revitalization of Discipline meetings districtwide • Hyflex Classrooms and associated infrastructure • 0.67 FTEF max faculty load for online

4.	<p><u>Evening/Weekend Program</u></p> <p>In an effort to design an enhanced Evening and Weekend program, VPI Odu sought insight from committee members on feasibility and innovation. Some ideas expressed:</p> <ul style="list-style-type: none">• Desire for holistic programs and services; not random classes• Creation of programs for workforce according to their employer's need or employee's professional development to promote within company• Programs with a defined objective and timeline of completion• Program(s) similar to SDSU's Global Campus• Ancillary services to fully support evening and weekend students• Child Development and Communication Studies willingness to explore• Diesel has historically made the efforts but supplemental services have been lacking• Opportunity to redesign, reimagine college post-pandemic• HEERF funding available for re-engagement

vi. **Announcements** – None.

vii. **Adjournment**

The meeting was adjourned by consensus.

viii. **Next Scheduled Meeting:** March 17, 2022

Respectfully Submitted,
Carol Sampaga
Vice President of Instruction's Office

3/16/22