

**San Diego Miramar College
Enrollment Management Committee**

DRAFT Minutes

**San Diego Miramar College
November 17, 2022, 2:30 pm – 4:00 pm, Room M-110**

Members Present:

Adrian Arancibia, Alex Mata, Andy Lowe, Anne Gloag, Carol Sampaga, Dan Brislin, Dan Igou, Duane Short, Gene Choe, Jae Calanog, Jesse Lopez, Jordan Omens (by Proxy), Kevin Petti, Linda Woods, Martin Kennedy, Mary Kjartanson, MaryAnn Guevarra, Michael Odu, Wai-Ling Rubic, Nam Sinkaset

Members Absent:

Lou Ascione, Cheryl Barnard, Lisa Clarke, Molly Fassler, Jessica McCambly, Max Moore, Mardi Parelman, Rodrigo Gomez, Scott Moller

Ex-Officio Present:

Pablo Martin, Rebecca Bowers-Gentry

Ex-Officio Absent:

Charles Vasquez, Darren Hall, Darrel Harrison, David Mehlhoff, David Wilhelm, Evelyn Ramseier, Joe Young, Julia McMenamin, Lesley Pearson, Lonny Bosselman, Mara Sanft, Mark Dinger, Matt Cain, Matthew Jewett

Guests:

Kandice Brandt, Jose Carrillo (SEM Coach), Dan Wanner (SEM Coach)

Vacancies: Student (3)

I. Call to Order

The meeting was called to order by Co-Chair Michael Odu at 2:35 p.m.

II. Approval of Agenda

MSC (Kjartanson/Guevarra) to approve the agenda as presented. (0-Nayes; 0-Abstentions)

III. Approval of Minutes

MSC (Woods/Lowe/Omens) to approve the minutes of October 20, 2022 as submitted. (0-Nayes; 1-Abstention)

IV. Old Business:

#	
1	<p><u>SEM Academy Coaches Site Visit</u> Dan Wanner (LA City College) and Jose Carrillo (Imperial Valley) gave a <u>presentation</u> and opened dialogue about strategic enrollment management. Wanner and Carrillo are Miramar's assigned coaches to guide us through the process of formulating a plan.</p> <p>They commented that the Logic Model created by those who attended the first convening last summer was a good start. They emphasized the following as core purposes of strategic enrollment management:</p> <ul style="list-style-type: none">• Optimize enrollment• Promote student success• Ensure fiscal responsibility• Quality and relevant programs• Equity and Access• Data-rich Environment• Communications and Marketing• Collaboration

	<p>Dialogue also focused on:</p> <ul style="list-style-type: none"> • Metrics of the Student-Centered Funding Formula • Need for data-rich conversations • FTES targets created by the District • Gaps in Counseling Faculty staffing • Low percentages of retention, persistence, and completion • Alignment of efforts for student success campus-wide • Where to start with such an undertaking <p>Wanner and Carrillo shared that, at their colleges, the ability to recognize the written plans were living documents, to start with small efforts, and use backwards-design as a foundation facilitated the process. Additional coaching will be provided to Miramar’s team at the January 2023 mid-convening.</p> <p>A suggestion was also made to relook at the results of the IEPI grant which Miramar received approximately three years ago as a starting point.</p>
2	<p><u>Schedule Development Presentation</u> Postponed for lack of time.</p>
3	<p><u>Workgroup Members for Continued Progress</u> Postponed.</p>

V. New Business:

#	
1	<p><u>SEM Academy Mid-point Convening: January 20, 2023</u> Miramar will send a team of ten to the SEM Academy Mid-convening in San Francisco.</p>

VI. Announcements - None

VII. Next Scheduled Meeting – February 16, 2023

VIII. Adjournment

The meeting was adjourned by consensus.

Respectfully Submitted,
 Carol Sampaga
 Office of the Vice President of Instruction