



**Strategic Enrollment Management Minutes**  
**Tuesday, March 21, 2023 from 3:30 – 5:00 pm**

**Voting Members In Person: L109 and BRT-125**

Zoom Option for Non-Voting Members and the Public:

<https://4cd.zoom.us/j/87548535924?pwd=ZjVZU3N4NEl2MEk3dlkwaEg5WUJWZz09>

Phone: (669) 900-6833

Meeting ID: 875 4853 5924

Passcode: 045980

**Tri-Chairs:** Natalie Hannum (Vice President of Instruction), Tanisha Maxwell (Vice President of Student Services) and Carlos Montoya (Vice President of Business and Administrative Services)

**Voting Members:** Dave Belman (Dean of Student Success), Mary Grigsby (LMCAS representative), Rikki Hall (Admissions & Records Director), Syed Hussain (Adjunct Political Science Faculty), Connie Konsavage (Sr. Admissions & Records Assistant), Ryan Pedersen (Senior Dean of Planning & Institutional Effectiveness), Lawrence Punsalang (DSPS Assistant), Ginny Richards (DSPS Manager), Michael Simpson (Lead Admissions & Records Assistant), Sara Toruno-Conley (English Faculty), and Grace Villegas (Curriculum Management Specialist)

**Participatory Non-Voting Members:** Nicole Almassey (Academic Manager – Outreach), Rachel Anicetti (Academic Manager Transfer Center), Jeffrey Benford (Dean of Counseling and Student Support), Juliet Casey (Marketing & Media Design Director), Eloine Chapman (Sr. Web Administrator), Dennis Franco (Interim Dean of Instruction: CTE and Workforce Development), Louie Giambattista (Curriculum Chair/Computer Science Faculty), Michelle Mack (Counselor), Aprill Nogarr (Dean of Instruction: Liberal Arts), Janith Norman (DE Coordinator), Rudolf Ryan Rose (Counselor), Nicole Trager (Interim Dean of Instruction: Math & Sciences), Eileen Valenzuela (Office of Instruction, Supervisor) and Julie Von Bergen (Math Faculty)

**Meeting Logistics & Support** – Leetha Robertson & Irene Sukhu

Topic/Activity	Notes
Welcome, Announcements, Public Comments	T. Maxwell officially opened the meeting at 3:46pm and welcomed the new student representative Mary Grigsby. She also reminded the group that the next SEM meeting will be a SEM Workshop that will combine the department chair meeting with the SEM meeting. The workshop will be on April 4 from 2:15pm -5pm. R. Rose asked if there was a calendar invitation sent for the SEM Workshop, which is needed for the counselors to attend. The invite will be sent soon. S. Hussain informed the group about <a href="#">AB 928</a> related to the new CALGETC and expressed his concerns about how this will affect LMC. The group will gather more information, keep it on the radar, and ensure that the college complies.
<b>Constituent Representatives:</b> Verify voting members & Roll Call <ul style="list-style-type: none"><li><b>Managers:</b> Dave Belman, Rikki Hall, Ryan Pedersen &amp; Ginny Richards</li><li><b>Classified:</b> Lawrence Punsalang, Michael Simpson, Grace Villegas, and Connie Konsavage</li><li><b>Faculty:</b> Syed Hussain, Sara Toruno-Conley and 2 vacancies</li></ul>	<b>Managers:</b> 3 of 4 were present. D. Belman is absent. <b>Classified:</b> 1 of 4 was present. M. Simpson, G. Villegas, and C. Konsavage were absent. <b>Faculty:</b> 3 of 4 were present. S. Hussain wasn't considered a voting member since he joined virtually. <b>Students:</b> 1 of 4 was present with 3 vacancies.  Roseann Erwin was approved at the Academic Senate and now an official voting member. Quorum was met.

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<ul style="list-style-type: none"> <li>• <b>Students:</b> Mary Grigsby and 3 vacancies</li> </ul>	
<b>Approve Agenda</b> – March 21, 2023 <b>Approve Minutes</b> – March 7, 2023	<b>03/21/23 Agenda approved:</b> M/S: R. Hall/ L. Punsalang, motion carried (7-0-0) <b>03/07/23 Minutes approved:</b> M/S: R. Pedersen/L. Punsalang, motion carried with 2 abstentions (5-0-2)
<b>Workgroup Breakouts</b> <ol style="list-style-type: none"> <li>1. Strategic Scheduling &amp; Curriculum Analysis</li> <li>2. ISSR- SEM 2.0 Success Team Design &amp; Implementation</li> <li>3. Marketing</li> <li>4. SEM Workshop Planning Group</li> </ol>	<p>The group dispersed into breakout rooms from 4:15pm to 4:55pm.</p>
<b>SEM Workshop Agenda Review</b>	<p>The group discussed future agenda topics for the SEM workshop:</p> <ol style="list-style-type: none"> <li>1. 30 minutes for SEM 2.0 coaches’ presentation/update to share Guided Pathways work at their respective colleges that could help LMC in its own Guided Pathways process (20-minute presentation with 10 minutes of discussion)</li> <li>2. Data related to:             <ul style="list-style-type: none"> <li>• Number of part-time and full-time students</li> <li>• Number of students who are working and not working</li> <li>• Completion and enrollment rates</li> <li>• Demographics around college-age students</li> </ul> </li> </ol>
<b>Adjourn</b> <b>Next Meeting:</b> Tuesday, April 4, 2023- SEM Workshop 2:15pm-5pm	<p>Adjourned at 5pm, M/S: R. Hall/M. Grigsby, motion carried</p>