



Strategic Enrollment Management **DRAFT MINUTES**
Tuesday, April 18, 2023 from 4:00pm – 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>

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), Roseann Erwin (Brentwood Center & Distance Education Librarian), Mary Grigsby (LMCAS), John Gutierrez (LMCAS), Rikki Hall (Admissions & Records Director), Syed Hussain (Adjunct Political Science Faculty), Connie Konsavage (Admissions & Records Assistant, Sr.), Ryan Pedersen (Sr. 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 & Science), 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	N. Hannum opened the meeting at 4:01pm.
Constituent Representatives: Verify voting members & Roll Call <ul style="list-style-type: none">Managers: Dave Belman, Rikki Hall, Ryan Pedersen & Ginny RichardsClassified: Lawrence Punsalang, Michael Simpson, Grace Villegas, and Connie KonsavageFaculty: Syed Hussain, Sara Toruno-Conley, Roseann Erwin and 1 vacancyStudents: Mary Grigsby, John Gutierrez, and 2 vacancies	Managers: 4 of 4 were present. Classified: 4 of 4 were present. Faculty: 2 of 4 were present. S. Hussain was absent. Students: 1 of 4 were present. J. Gutierrez was absent. Quorum was met.

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<p>Approve Agenda– April 18, 2023 Approve Minutes– March 21, 2023 & April 4, 2023</p>	<p>04/18/23 Agenda approved: M/S: R. Pedersen/M. Simpson, motion carried (11-0-0) 03/21/23 Minutes approved: M/S: M. Grigsby/L. Punsalang, motion carried with 2 abstentions (9-0-2) 04/04/23 Minutes approved: M/S: M. Simpson/C. Konsavage, motion carried (11-0-0)</p>
<p>04/04 SEM Workshop Debrief Guided Pathways 2022-2026 Work Plan</p>	<p><u>04/04 SEM Workshop debrief:</u> Observations from completing the Likert Scale related to SEM Objectives at the 04/04/23 SEM Workshop:</p> <ul style="list-style-type: none"> - A lot of the objectives are unsure or unmet. - A couple objectives have had concerted effort. - Objective 3.4 should be a priority for students especially related to funding formula; our consortium with adult schools are more focused with GED. - Trying to do too much weakens a message. The group should stick to 2 or 3 objectives to focus on, repeating and assessing until it becomes a best practice. - We have a committee with new members since the work plan was initially created/developed. - Observation as a new person: the large committee structure might not be what is needed for the next phase of the work. The group could consider smaller groups aligned with departments rather than the entire college council. - The group is at a hinge between planning and implementation. The group might need to start talking about budget, community-building activities, etc. - Objectives 2.2 and 2.3 seem like one objective and could be combined. - Some are unsure of which goals/objective to participate; however, the focus should be narrowed down to avoid getting lost in the objectives. - Finding time to do a deep data dive is challenging. - Some items are completed but not everyone knows that they are completed because there are new people on the committee. - Working in breakout rooms does not allow everyone to be privy of what other buckets/working groups are doing. - SEM could be restructured and refocused as <i>a reporting body</i> of all of the work that is completed at the college, doing the work outside of meeting time and reporting back to group with updates. - Suggestion to list out objectives that are relatively agreed upon that are met. <p>Homework: Marinate and read over the objectives. The group will return to this at the next meeting on May 2nd to discuss further. The goal is to have a refined list of 3-4 objectives to focus on for 2023-2024.</p> <p><u>Guided Pathways 2022-2026 Work Plan:</u> N. Hannum highlighted the work plan content and placed the name of the associated person to complete their respective templates. She will send out the SOAA (Scale of Adoption Assessment) and GP Work Plan to be completed. This is due in June.</p>

LOS MEDANOS
COLLEGE

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Adjourn Next Meeting: Tuesday, May 2, 2023 at 3:30pm	The meeting adjourned at 4:55pm. M/S: R. Hall/M. Simpson, motion carried (11-0-0)
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