



Strategic Enrollment Management Minutes- **DRAFT**
Tuesday, May 2, 2023 from 3:30pm – 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), and Eileen Valenzuela (Office of Instruction, Supervisor)

Meeting Logistics & Support – Irene Sukhu

Topic/Activity	Notes
Welcome, Announcements, Public Comments	N. Hannum opened the meeting at 3:32pm.
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: 3 of 4 were present. Classified: 4 of 4 were present. Faculty: 2 of were present, with 1 vacancy. Students: 1 of 4 were present, with 2 vacancies. Quorum was met.
Approve Agenda– May 2, 2023 Approve Minutes– April 18, 2023	05/02/23 Agenda approved: M/S: R. Hall/C. Konsavage, motion carried (10-0-0) 04/18/23 Minutes approved: M/S: R. Pedersen/M. Simpson, motion carried (10-0-0)
Survey Results on Objectives and Priorities	N. Hannum summarized the survey results. Per the results, the top three objectives were 1.1, 1.3, 2.2 and a tie between 2.3 and 4.4. The group read through the results and came to a consensus of the top objectives to focus on for 2023-2024.

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	<p><u>Objective 1.1:</u> Develop a one-year and two-year scheduling process that is cross disciplinary and aligns with meta majors (<i>change meta majors to align with learning, major career pathways</i>)</p> <p><u>Objective 1.3:</u> Integrate strategic scheduling activities across college divisions and department initiatives</p> <p><u>Objective 2.3:</u> Beyond FYE: Stay the course with ongoing clarification and verification of students' academic pathway</p> <p><u>Objective 4.4:</u> Help students be successful online learners</p>
Structure and make up of SEM & Recommendations for SGC	<p>The group came to a consensus of the following as the SEM Recommended Priorities for 2023-2024:</p> <ol style="list-style-type: none"> 1. Complete a one-year schedule process and begin developing a two-year scheduling process that is cross disciplinary and aligns with Learning, Major and Career Pathways, and integrates strategic scheduling activities across college divisions and department initiatives. 2. Implement student success teams with a focus on DI populations, first-year students, and online learners while including continuous clarification of a student's academic path. <p>While the group spent most of the time discussing and wordsmithing the objectives, there wasn't enough time to discuss SEM membership, composition, meeting and operations structure, and recommendations. However, please see the attached document (posted to the SEM website) for more information.</p>
Update on Guided Pathways Plan	Not enough time for this item.
Adjourn	The meeting adjourned at 5:00pm. M/S: R. Hall/S. Toruno-Conley, motion carried (10-0-0)