Strategic Enrollment Management Agenda November 17, 2020 | 2:00 – 4:00pm via Zoom

Zoom Meeting - https://4cd.zoom.us/j/96485167103

Meeting ID 964 8516 7103 Phone Audio 1 (669) 900-6833

Members: Natalie Hannum, Tanisha Maxwell and Carlos Montoya (tri-chairs), Nicole Almassey, Rachel Anicetti, Dave Belman, Jeffrey Benford, Jorge Cea, Steven Freeman, T'Sendenia Gage, Rikki Hall, Chailin Hsieh, Scott Hubbard, Sabrina Kwist, Morgan Lynn, Jennifer Ma, Carla Molina, Nikki Moultrie, James Noel, Aprill Nogarr, Ryan Pedersen, David Reyes, Ginny Richards, Rudolf Rose, Sara Toruno Conley, Eileen Valenzuela, Grace Villegas, & Julie Von Bergen Guest: Sally Montemayor Lenz

Notetakers: Leetha Robertson & Irene Sukhu

Item #	Agenda Time	Topic/Activity	Lead	Information Discussion Action
1.	2:00	Welcome and Announcements	Tri-Chairs	<ul> <li>Information</li> <li>N. Hannum welcomed everyone to the meeting. This is the third meeting of the semester and excited about S. Montemayor Lenz joining us today. SEM was started under S. Montemayor Lenz as it had integrated Guided Pathways (GP) work.</li> <li>As a reminder and for those that are new to the group, in the last two meetings, we took the goals and objectives identified from the SEM plan and broke out into groups of the four goal areas to ascertain updates and identify gaps that were not originally identified in the original SEM plan.</li> <li>T. Maxwell announced that she is excited to continue work in SEM plan and if there are any announcements.</li> <li>No announcements.</li> <li>N. Hannum reminded the groups that the first hour will discuss general business and report out and the second hour will be designated for break out groups.</li> </ul>
2.	2:05	Approve Agenda– November 17, 2020 Approve Minutes– September 15, 2020 and October 20, 2020	Tri-Chairs	Action To vote yes, please raise thumbs. To vote no or to abstain, please type in the chat.

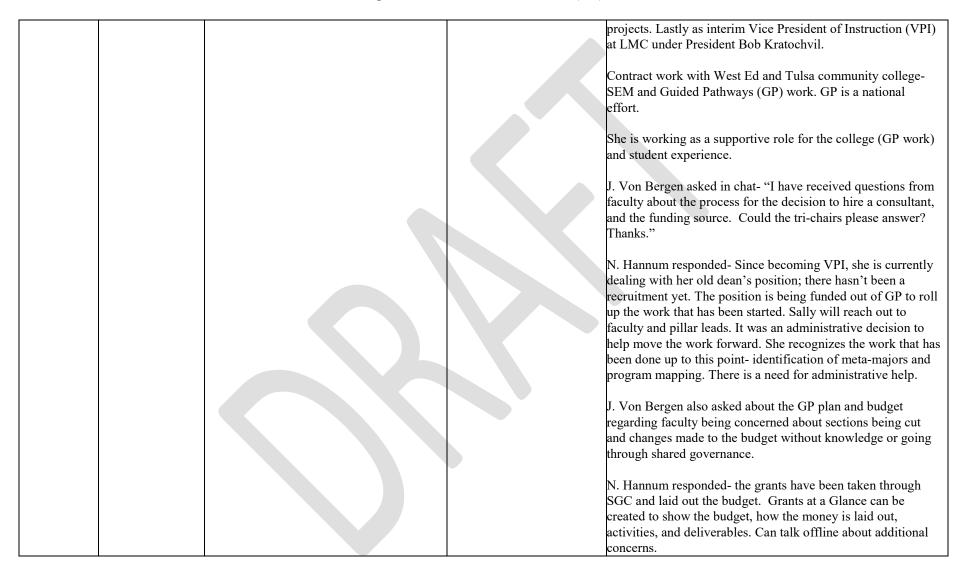
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				<ul> <li>Approval of agenda 11/17/20- M/S: C. Molina/N. Almassey, approved No discussion</li> <li>Approval of minutes 09/15/20- M/S: V. Richards/C. Hsieh, approved No discussion</li> <li>Approval of minutes 10/20/20- M/S: R. Hall/N. Moultrie, approved</li> <li>R. Pedersen- October minutes need to have date changed in the header.</li> </ul>
3.	2:15	<ul> <li>Status of voting structure,</li> <li>SEM Plan and constituency: <ul> <li>SGC</li> <li>Classified Senate</li> </ul> </li> <li>Academic Senate</li> </ul>	Carlos Montoya Nicole Almassey James Noel	<ul> <li>Information</li> <li>N. Hannum- C. Montoya is not present at the moment; he is in another meeting. At the last meeting we had agreed to take the SEM plan and the constituency based model (4 managers, 4 faculty, 4 classified, and 4 students) to SGC for final approval.</li> <li>N. Almassey reported out for Classified Senate and stated that the group supports it.</li> <li>J. Noel reported out for Academic Senate stating that there were no objections from the group.</li> <li>N. Hannum stated that this is meant to include everyone and not exclude anyone.</li> </ul>
4.	2:20-2:25	SEM-GP Alignment and introduction of Sally Montemayor Lenz	Tri-Chairs	InformationN. Hannum introduced S. Montemayor Lenz to the group.S. Montemayor Lenz introduced herself. Great to be back. 30years with higher education (primarily community colleges),worked with state chancellor's for 24+ of those years,counseled faculty at Sierra college, held position as AssociateVice Chancellor at Contra Costa County District Office thenworked closely with Mojdeh and continues to on a few

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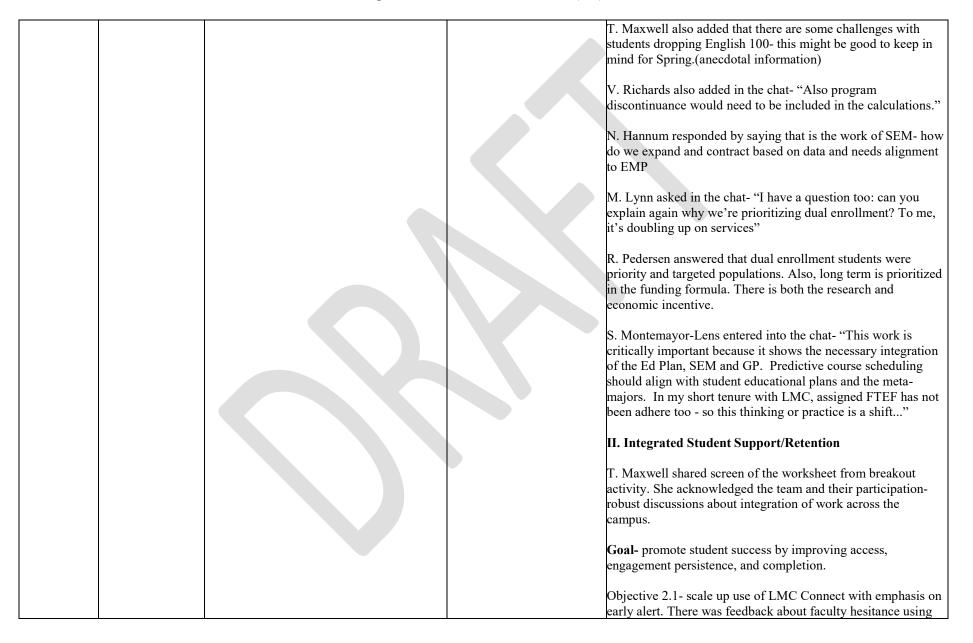
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5.	2:25-3:00	Report out of the 4 sub-		Information
			Representative from each sub-group	L Stuatogia Sahaduling
		Strategic Scheduling	sub-group	I. Strategic Scheduling
		Integrated Student		R. Pedersen shared his screen- a PowerPoint of updates. Brief
		Support/Retention		update- getting stuff done, wonderful participants and
		Curriculum Analysis		participation from the group.
		Distance Education		<ul> <li>Strategic Scheduling (in SEM plan) consists of 3 objectives:</li> <li>- 1<sup>st</sup> and 3<sup>rd</sup> (one and two year processes)</li> <li>- 2<sup>nd</sup> objective (data informed scheduling practices)</li> </ul>
				Current focus is on objective #2- data informed scheduling processes.
				Long-term goal is to have a transparent process and mechanism that allocates FTEF across departments
				Short-term goal is to develop first version of this process with a tool that allocates FTEF across departments.
				Other colleges are going thru the same issue- an example model from LA city college.
				This sub-group used data from Fall 2017, 2018, 2019 and developed first version of the calculator to show how a fixed FEF budget could be allocated across departments.
				Observations about the calculator- anytime FTEF was reduced, it has dramatic impacts on large departments
				R. Pedersen shared a spreadsheet that shows FTEF simulations for any department. (calculator tool)
				R. Rose asked in the chat- "How do new courses factor in to the calculator?" Ryan answered- that it could, depending how we frame this. To offer a new course it might mean that we have to offer less of something else.

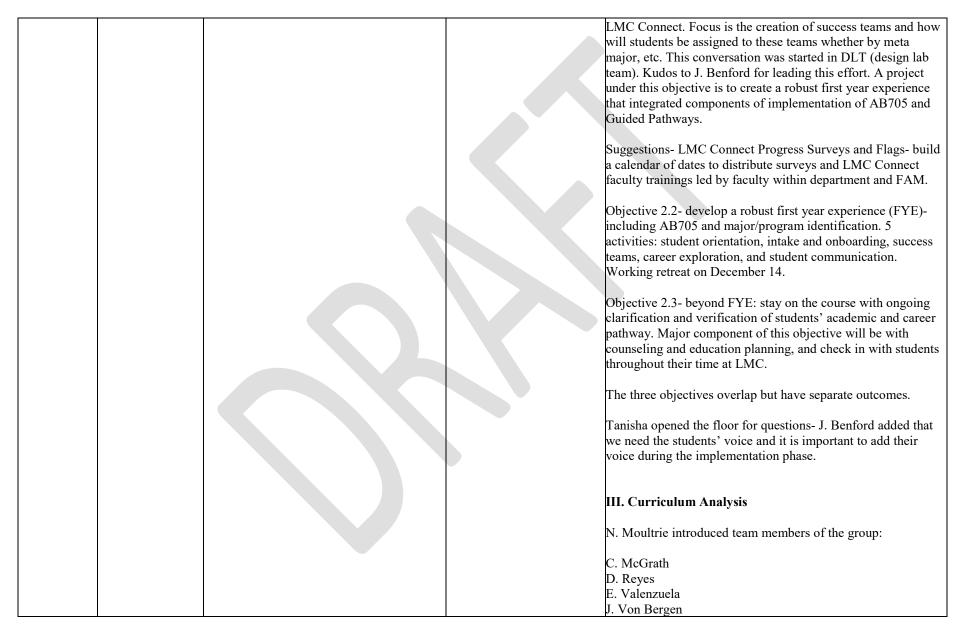
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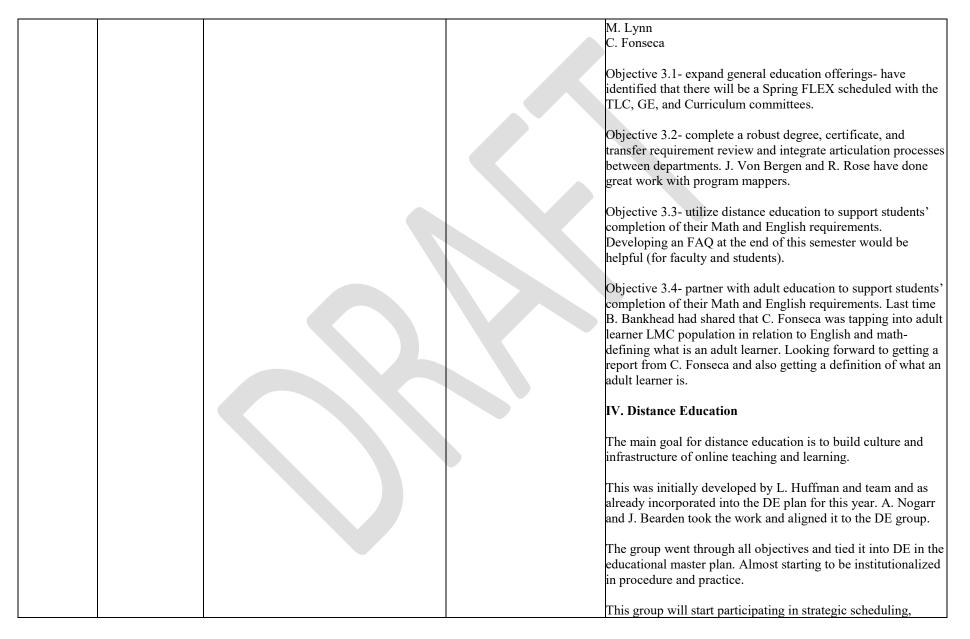
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6.	3:00-4:00	End General Session/Join Breakouts A Strategic Goal - Working Groups (4 Breakout Groups)*	II       Discussion         C. Montoya mentioned that there was an oversight in regards to an item not being on the agenda- the charges that we usually take to SGC. We haven't formally adopted them at this point. Carlos will put that info into a PDF- for others to review and will have to take to SGC in February rather than December.         C. Hsieh asked about the status of the SEM. C. Montoya responded by saying that both were presented to SGC and the going to classified and academic senate for review and will bring back to SGC on December 9, where they will vote officially. There is a misspelt word in the goals. Natalie mentioned that we can explore the plan- specifically around word structure feedback.
			The discussion adjourned into breakout rooms at 3:12pm.
7.	4:00	Dismiss	