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| **Agenda Topic** | **Desired Outcome** | **Facilitators** | **Time in mins** | **Follow up notes:** |
| Welcome |  | Kiran/Gil | 2 |  |
| Review agenda | Gain shared understanding about today’s discussion, outcomes and time allocated to each topic | Gil/Kiran | 3 |  |
| Define Enrollment Management | In addition to instructional schedule development, get an understanding of what student services issues should be included in EM | All | 20 |  |
| Current productivity data | Develop an understanding of this year’s data | Bruce | 10 |  |
| Enrollment Management Principles*Please review the SRJC Schedule Development guidelines (handout from last meeting)* | Develop college scheduling priorities for growth or reduction  | Gil/Kiran | 35 |  |
| Plusses and wishes | Feedback for future meetings | Kiran/Gil | 5 |  |
| Next steps: | Agenda items for next meetingNext meeting on 11/15, 12:30 pm to 2 pm | Gil/Kiran | 5 |  |

**Enrollment Management Committee meeting**

**October 18, 2011**

**12:30 pm to 2:00 pm; Room CO 420**