

# Enrollment Management Committee

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Date: *Friday, March 2, 2012*

Time: *10:30AM – 11:30AM*

Location: *Board Room 600 Building*

Attended: *Peter Cammish; Robin Darcangelo, Barbara Fountain; Shemila Johnson; Frances "Betsy" Julian; Thomas "Jerry" Kea; Jeffrey Lamb; Shirley Lewis; Yulian Ligioso; Maire Morinec*

## **Agenda**

Committee approved agenda with no changes.

## **Minutes**

Committee approved minutes with the following changes:

- Change “snot” to not
- Change to correct spelling of Betsy (remove second “e”)

## **Data Sub-Committee Update**

Cammish will send report out after feedback to committee is received. Cammish addressed the following:

- The report shows WSCH/FTEF
- Suggestions to add the building versus the room and remove the 2006-2007 column were made
- Ligioso would like the building and room for the facilities master plan
- The report is designed with all the functions, it can be opened in reader
- Once the data is input, it is easy to manipulate and other views capable
- Suggestions to add an approx. cost of delivery based on lab and course hours field
- Cammish will send the performance report out to the group.

Ligioso recommended use of the this data in decision making and setting of targets related to FTES.

Cammish will share the new version by Monday, March 5<sup>th</sup>.

## **HIS Sub-Committee Update**

Fountain explained to the group the college needs to increase the Hispanic Students enrollment or our current students need to declare their ethnicity/race in order for our numbers to reflect the accurate data for Hispanic students on campus. To apply for the HSI grant we must be serving a minimum of 25% Hispanic students out of our student population. Johnson drafted a declare letter, Fountain will review and send out to the committee for review. Fountain shared the following as strategies to obtain the 25% for the fall semester:

1. Get something on the homepage appealing to the First-generation college students
2. Better signage in English and Spanish
3. Target groups within the community through workshops

Fountain will share the minutes from the subcommittee with the entire group. Lewis reiterates that without bilingual staff there is a major issue when dealing with Spanish speaking students. Johnson will check with Peter Bostic and Lynette Gray regarding their attempts in applying for this year.

#### **International Program Sub-Committee Update**

Johnson showed the group the rough draft International Program brochure. The group discussed the concepts. Suggestions to enhance the international page on the website was discussed, Johnson plans to do so in the next few months- awaiting roll out of the new site. Johnson will notify the committee on the status (should know the result by the end of March) of the CCIE grant applied for to help with production and printing of the brochure.