

Enrollment Management Committee
1:00 pm - 3:00 pm on September 21, 2023
Zoom link: <https://ccsf-edu.zoom.us/j/84558695470>

DRAFT AGENDA

Members: Geisce Ly (Admin Co-Chair), Mitra Sapienza (Faculty Co-Chair), J Carlin, Edie Kaeuper, Monika Liu, Katia Fuchs, Edgar Torres, Colin Hall, Silvia Urrutia, Christina Michaud, Malinalli Villalobos, and Heather Brandt

Alternates: Cynthia Dewar, Mandy Liang, Amy Coffey, Steven Brown, Fanny Law

Resource Support: Lisa Cooper Wilkins and Pam Mery

| | Items | Facilitator | Duration/ |
|----|---|---------------------|------------------|
| 1. | Welcome | Geisce | 5 minutes |
| 2. | Approve today's agenda | Geisce | 2 minutes |
| 3. | Approve May 18th Minutes Approve August 24th Minutes | Geisce | 5 minutes |
| 4. | Approve final Fall 2023 meeting; instead of 12/21, options are: <ul style="list-style-type: none"> ● Nov 30 from 1 - 3 pm ● December 7, 11 am - 1pm (avoid Deans and Chairs conflict from 1-3 pm) ● December 14, 1 - 3 pm (finals week- not ideal for student members) | All | 5 minutes |
| 5. | EMC Hopes and Expectations | All | 15 minutes |
| 6. | Retention and Enrollment Outreach Resolution, passed May 30, 2023 | Lisa Cooper Wilkins | 20 minutes |
| 7. | Students' Needs | All | 20 minutes |

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| <p>8.</p> | <p>Enrollment Management Plan</p> <ul style="list-style-type: none"> ● Five ideas to enhance enrollment based on Multi-year enrollment management plan ideas from CCSF Enrollment Growth 2023 <ul style="list-style-type: none"> ○ Engage in Systems Improvement <ul style="list-style-type: none"> • Create and provide spreadsheets of historical data for chairs, faculty, and deans to confer and strategize about course offerings ○ Increase Dual Enrollment • Strengthen our strategic partnership with SFUSD ○ Award Credit for Prior Learning • Give students (especially veterans) the credit they deserve ○ Provide Professional Development on Enrollment Management Basics • Provide various learning opportunities/trainings for chairs, faculty, and deans ○ Improve Internal Communication <ul style="list-style-type: none"> • Share information/updates regularly across departments to coordinate efforts | <p>Mitra</p> | <p>25 minutes</p> |
| <p>9.</p> | <p>EMC 2022-23 Objectives</p> <ol style="list-style-type: none"> 1. Prioritize closing the opportunity gaps for Black or African American students and for other disproportionately impacted populations using the college Student Equity Plan and student equity data to ground this committee's recommendations. (See below*) 2. Recommend actions to align course and program offerings with student needs using waitlist, student equity and other available and appropriate data. | <p>Geisce</p> | <p>15 minutes</p> |

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| | <p>3. Recommend actions on all aspects of college functions that affect enrollment and growth, including scheduling, budgeting, program development, marketing, targeted outreach, and registration processes, while not conflicting with contractual agreements.</p> <p>* CCSF's Focus Populations per www.ccsf.edu/equity are as follows: Black or African American, Latino/a/o/x/e, Native Hawaiian/Pacific Islander, American Indian/Alaskan Native, Filipino/a/x, Students with disabilities (DSPS), LGBTQ+, Students facing homelessness or housing insecurity, Foster Youth, and Justice Impacted (students formerly incarcerated).</p> | | |
| 9. | Future Agenda items | All | 3 minutes |

Committee Resources

- A. [EMC website](#)
- B. Multi-year enrollment management plan [CCSF Enrollment Growth 2023](#)
- C. Friday, August 18th [Board presentation for Enrollment Management](#)
- D. [Retention and Enrollment Outreach Resolution, passed May 30, 2023](#)
- E. [2022-25 Student Equity Plan](#)
- F. [Guide to CCSF Acronyms](#)

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 Or iPhone one-tap (US Toll): ++16694449171, 84558695470#
 Find your local number: <https://ccsf-edu.zoom.us/j/84558695470>
 Meeting ID: 845 5869 5470