



ENROLLMENT MANAGEMENT COMMITTEE MINUTES

Facilitator: Elizabeth Martinez and Juan Tavaréz

Recorder: Brittney Starling

Date of Meeting Recorded: December 4, 2019

Time of Meeting Recorded: 12:30 p.m.

Vision:

Compton College will be the leading institution of student learning and success in higher education.

Mission Statement:

Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

PRESENT:

S. Atkinson-Alston

L. Johnson

E. Martinez

T. Barragan-Echeverria

T. Martin

L. Sosenko

J. Tavaréz

1) Review Enrollment Management Timeline – Elizabeth Martinez

a) We are still completing the draft of the Enrollment Management Plan.

2) Review Draft of Enrollment Management Plan – Elizabeth Martinez

a) Deans and Directors Council worked on the introduction of the Enrollment Management Plan.

b) Certain areas may need to be reorganized.

c) Some of the Guided Pathways proposals can be used for the Guided Pathways Division Outreach.

i) BIS recommendation may need to be put here. – Lauren Sosenko

d) Financial Aid’s future needs include cross-training with Outreach.

e) CRM Recruit should be under Outreach as it is a tool for outreach. – Dr. Alvarado

f) Faculty and Staff Diversity

i) This is to ensure we are diversifying our staff and faculty, so students can connect with us.

ii) Reach out to BlackBelt to provide services.

(1) BlackBelt will provide phone service and information to increase accessibility.

iii) Standardizing office hours across campus.

iv) Hours of Operation & Accessibility

(1) Cesar Jimenez has a list of hours for distance education services.

(2) We are in the process of extending Child Development Center hours year-round.

v) Connection with AB288 and Dual Enrollment

g) Entry and Enrollment Through Gatekeeper Services – Lauren Sosenko

i) The first percentage is the baseline

ii) The second percentage is the goal.

iii) Lauren Sosenko will update this chart.

h) Program Maps help students through different processes as they enroll.

i) Should this section be in every chapter?

i) Student welcoming Environment

i) Wayfinding

(1) Updated campus directories

(2) Updated banners

(3) Future Needs

(a) Assess signage campus-wide for accuracy

- (i) This is important because this has been a question from staff and students.
 - (b) Updated Building Signage
 - ii) Help keep our campus clean signage
 - j) Entry is from the time they register for their first class until they complete their first English and Math courses. Essentially, their first year.
 - k) Faculty & Staff Welcome Days
 - i) Orientation helps staff know what resources are available.
 - (1) This is how we train our faculty and staff to support our students.
 - l) All Staff Professional Development
 - i) Current Activities
 - (1) Hired a new professional development manager
 - m) “How are these steps relate to our institutional set goals.”
 - i) We need to make sure we are tying in how each of the steps we are taking connect with our institutional set goals.
 - ii) This should likely be input into Nuventive. – Lauren Sosenko
- 3) Next Steps**
- a) The goal is to document all of the things everyone is doing across campus to increase Enrollment.
 - b) The current draft will be sent as a link.