



Enrollment Management Task Force – Unadopted Notes

Friday, November 14<sup>th</sup>, 2014, 10:00am

Room 403

**Membership**

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Tina Aguirre       | <input checked="" type="checkbox"/> Ted Ceasar     | <input checked="" type="checkbox"/> Terry Norris    |
| <input checked="" type="checkbox"/> Trinidad Arguelles | (Olga Vega represented)                            | <input checked="" type="checkbox"/> James Patterson |
| <input checked="" type="checkbox"/> Nicholas Akinkuoye | <input type="checkbox"/> David Drury               | <input type="checkbox"/> Jose Ruiz                  |
| <input checked="" type="checkbox"/> Craig Blek         | <input type="checkbox"/> Todd Finnell              | <input checked="" type="checkbox"/> Efrain Silva    |
| <input type="checkbox"/> Susan Carreon                 | <input checked="" type="checkbox"/> Daniel Gilison | <input type="checkbox"/> Ed Wells                   |
| <input type="checkbox"/> Allyn Leon                    | <input type="checkbox"/> Becky Green               | <input type="checkbox"/> Kevin White                |
| <input checked="" type="checkbox"/> Gloria Carmona     | <input type="checkbox"/> Carol Hegarty             |   |
| (David Poor represented)                               | <input type="checkbox"/> Jose Lopez                |   |

Recorder: Melody Chronister

**A. Call to Order**

Vice President Akinkuoye called the meeting called to order at 9:53am

**B. Action Item**

This plan was brought to the EMTF last year for review and approval. The plan has since then been modified to better align the newly established planning calendar, so it must be re-approved.

Discussion ensued on how the timeline reflected in the AP aligns with program review.

Concern was expressed about the compressed timeline, which was negatively impacted due to delayed enrollment data from the Director of Institutional Research. It was recommended that effort be made to ensure this data is received in a timely manner so that this compressed timeline can be met.

A question was asked what the “list of course schedule recommendations from student services” meant. It was clarified that this is similar to the list of recommendations received from counseling last year based on advisement data.

Concern was expressed about how this timeline would be impacted by calendar negotiations. Without the calendar, terms cannot be built in Banner (which would prevent/delay the schedule from being built). A recommendation was made to reference calendar negotiations



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with CTA so that there is a connection to this AP, since it is impacted by calendar negotiations.

*M/S/C Patterson/Blek to approve the Enrollment Management Plan AP3260 with the addition of a statement that references that the Academic Calendar is negotiated with CTA, which may impact the timeline.*

*Motion Carries*

**C. Next Meeting**

The next EMTF meeting will be held on or before the 4<sup>th</sup> week of the semester as described in the AP3260 timeline. The time and location to be determined at a later date.

Dr. Patterson brought up that Friday may not be the best meeting day. Recommended to hold this meeting following Instructional Council on Thursdays when needed. Everyone present was in agreement.

**D. Adjournment**

a. Vice President Akinkuoye adjourned the meeting at 10:15am