ANTELOPE VALLEY COLLEGE

Enrollment Management Meeting	Wednesday, March 22, 2023 L-201 11:00 am – 12:00 pm

Attendees

Committee Members:
LaDonna Trimble ~ Chair
Tamira Palmetto Despain ~ Co-Chair
Idania Padron (Reyes) ~ Member (Ex Officio)
Dr. Howard Davis ~ Member (Ex Officio)
Shaminder Brar ~ Member (Ex Officio) - **Absent**
Dr. Christos Valiotis ~ Member - **Absent**
Nichelle Williams ~ Member
Jenell Paul ~ AVC Classified Union Representative - **Absent**
Dr. Svetlana Deplazes ~ Member
Anet Youkhana ~ Member - **Absent**
Rashall Hightower ~ Member - **Absent**
Kenya Johnson ~ Member (Present by Proxy)
Michelle Hernandez ~ Member - **Absent**
Keina Miranda ~ CMS Designee

Dr. Aurora Burd ~ Member - **Absent**
Karen Heinzman ~ Member - **Absent**
Mariko Shimizu ~ Member
Alejandro Guzman ~ Marketing/Public Relations Designee
Daniel Conner ~ ITS Designee
John Cariaga ~ ASO Representative

Other:
Ashlee Porterfield – Designee for Outreach (proxy for Kenya)
Christy Chereshkoff – Interim Admin Assist Enrollment Services
Jennifer Zellet – President / AVC
Meeta Goel – Dean / IERP

MINUTES

Items	Person(s) Responsible	Time	Action
STANDING ITEMS:			
I. Minutes Approval	All	5 min	Minutes from 1/25/2023- (Not reviewed)
INFORMATION/DISCUSSION ITEMS:			
II. Enrollment Management Committee Members	All	5 min	Review updated CCCC Information Sheet – Enrollment Management Committee (2022-2023) Vacant positions will be filled for next Academic Year 2023-2024
III. Integration of EMC Goals with Guided Pathways and Student Equity Achievement Plan	LaDonna Trimble	20 min	Review document "EMC Goals within Guided Pathway Pillars" and related materials Guided Pathways Pillars: • Clarify the Path • Get on the Path • Stay on the Path • Ensuring Learning All documents will be shared with the group via Google Doc Share
IV. Presentation – Enrollment Management Plan – Google Doc	Tamira Palmetto Despain	25 min	Review shared document – color coded for each Enrollment Management Pillar. • Marketing • Student Success • Outreach/Onboarding • Scheduling Group discussion and feedback. All committee members are encouraged to provide feedback and input on the document.

			Document will be shared with the group via Google Doc Share
V. Goals	All	1 min	- Meet base funding level per the Chancellor's Office plus two percent annually. - Advancing students' progress towards successfully achieving their educational goals with integration of guided pathways. - Increase percentage of full-time enrollment through effective scheduling and program planning
OTHER:			
VI. Meeting Schedule	All		Meeting on April 12, 2023 will be the final meeting for the academic year 2022-2023. There will be no meetings scheduled for May, June, July. We will reconvene on August 23, 2023
FUTURE AGENDA ITEMS:			
August 2023	EMA Attendees		Debrief / presentation from panel attending Enrollment Management Academy conference
Next Meeting Date:			
April 12, 2023			4/12/2023 in lieu of 4/26/2023 (4/26/2023 – chair not available)
May 2023 (no meeting)			Spring semester ends 5/6/2023 Summer semester begins 5/15/2023
June 2023 (no meeting			No meeting held during Summer
July 2023 (no meeting)			No meeting held during Summer
August 23, 2023			Fall semester begins 8/14/2023 – EMC meetings will reconvene on 8/23/2023