



ANTELOPE VALLEY COLLEGE

## Enrollment Management Committee

Friday, March 13, 2015

L 201

10:00 – 11:00 a.m.

### Minutes

**Attendance:**

Duane Rumsey, Dr. Vines, Kevin Robles, Lisa Diaz, Kyle Faber, Rick Shaw, Debby Hackenberg, Angela Koritsoglou, Dr. Suderman

**1. Call to Order**

- Sign in sheet  
Duane Rumsey

**2. Approval of Minutes**

- Minutes from December 12, 2014
- Minutes from February 27, 2015  
LaDonna Trimble / Duane Rumsey
- Minutes from 12/12/14 and 2/27/15 will be reviewed at the 3/27/15 meeting. (Did not have quorum)

**3. Change in Date and Time of Meeting**

- Meetings are scheduled twice a month on the 2<sup>nd</sup> and 4<sup>th</sup> Friday at 10:00 am
- Determine if the meetings should be held once or twice a month (Duane)
- The committee agreed to continue the meetings on Fridays at 10:00 am throughout the remainder of the semester and revisit a change in time next semester.

**4. Accomplishment Form**

- Dr. Suderman sent the Accomplishment form for all committees to complete
- Documents how the committee accomplished the goals
- Form will be posted on Enrollment Management webpage
- Send committee members the Accomplishment Form (LaTara)

**5. Update Enrollment Management Plan**

- Updating the plan adding our current goals and adding the content that's in our previous plan to where we are now (Duane)
- The draft of the plan will be presented to the committee in May
- Dr. Vines, Angela Koritsoglou, Kyle Faber, agreed to be on working group
- Get familiar with it as we are updating it and LaDonna to review it so we are on the same page. (Dr. Vines)

**6. Action Item**

- Vote/Approve Enrollment Management goals
  - Committee will vote on the goals at the next scheduled meeting
- Per Dr. Vines send committee members the Enrollment Management Plan (LaTara)

**7. Open Discussion – All**

	<ul style="list-style-type: none"> <li>• History on Enrollment Management Committee (Kyle Faber)</li> <li>• Suggestions to make a decision to incorporate Enrollment Management public web page and group page (Rich Shaw)</li> <li>• Because it's a participatory governance committee it should be public (Rich Shaw)</li> <li>• Stay consistent with what the institution is doing whether it's private or public (Dr. Vines)</li> <li>• A larger conversation for all committee members before our Accreditation visit (Dr. Vines)</li> <li>• Revisit at the another meeting whether it should be a group page or web page (Duane)</li> <li>• Minutes are used as documentation for Accreditation</li> </ul>
8.	<b>Meeting adjourned</b> <ul style="list-style-type: none"> <li>• 10:41 AM</li> </ul>
	<b>Enrollment Management Goals</b> <ul style="list-style-type: none"> <li>• Meet base funding level per the Chancellor's office plus two percent</li> <li>• Align course offerings to give the highest priority to courses that advance students' academic progress</li> </ul>
	<b>Priorities from the 2014-15 Education Master Plan goals as identified by Administrative Council and reviewed and approved at the College Planning Retreat</b> <ul style="list-style-type: none"> <li>• <i>First priority Goal #4:</i> The College will increase student success in Basic Skills and ESL.</li> <li>• <i>Second Priority Goal #1:</i> The College as a community will provide students with an environment which supports learning and facilitates student success.</li> <li>• <i>Third Priority Goal #3:</i> The College will expand and diversify Career Technical Education options for students.</li> </ul>
<b>2014-15 Meeting Schedule</b>	
	<ul style="list-style-type: none"> <li>• <del>September 12, 2014 – LIB 201</del></li> <li>• <del>September 26, 2014 – LIB 201</del> <del>CANCELLED</del></li> <li>• <del>October 10, 2014 – LIB 201</del> <del>CANCELLED</del></li> <li>• <del>October 24, 2014 – LIB 201</del></li> <li>• <del>November 14, 2014 – LIB 201</del> <del>CANCELLED</del></li> <li>• <del>December 12, 2014 – LIB 201</del></li> <li>• <del>February 27, 2015 – LIB 201</del></li> <li>• <del>March 13, 2015 – LIB 201</del></li> <li>• <del>March 27, 2015 – LIB 201</del></li> <li>• April 24, 2015 – LIB 201</li> <li>• May 8, 2015 – LIB 201</li> <li>• May 22, 2015- LIB 201</li> </ul>