

In attendance: Nan Gomez-Heitzeberg, Sue Vaughn, Zav Dadabhoy, Phil Feldman, David Koeth

**A. Call to Order** (Nan/David)

Meeting was called to order at 1:30.

**B. Follow-up Pilot Survey** (David, 10 min)

David - Planning on using the survey discussed at the last meeting for next semester in photography, graphic design, and media arts. The survey will ask about courses that the students plan to take in the next semester, and will ask about major/career path. He mentioned that he had communicated with Janet Fulks about the pilot, and she encouraged the effort.

Sue mentioned that the software “Starfish” will be implemented soon which will include this type of information. Zav said that at the end of the semester, Starfish should be up and running. Gives metrics based on cohorts, does a better job of student education plans than DegreeWorks.

Sue – DegreeWorks does degree planning and auditing, but not ed plans well.

Nan – Starfish will impact the streamlining of enrollment management and matriculation process.

Zav/Sue – CCC Apply – KCCD security problem, the way we implemented CCC Apply was less than optimal. There are a few schools that do it the way KCCD does it; it requires an additional step. KCCD had a security issue, and implemented the system in this way, which results in students end up in a queue. 3000 students were stuck in the queue, and it took many staff hours to “find” and enroll these students. The district needs to revisit this issue to make registration easier for students.

**C. New Programs, Strong Workforce Development**

Postponed to a future meeting – Cindy Collier not available for this meeting.

**D. Strategic Goals Report**

2.1 Simplify matriculation process

The committee needs to work with other committees to work on our part of the report. The committee will invite Janet Fulks, Grace Comiso, Sue Vaughn, to discuss multiple measures, removing barriers, simplifying the matriculation process.

Discussion on demographic tracking, multiple measures. Sue asked “How can multiple measures be automated for our non-traditional students?”

2.5 Implement Student Development courses in High School.

High school dual enrollment course – tracking is being done by Janet Fulks. Committee will invite

Janet and Haywood Craig to future meeting for discussion and help with research.

#### 2.6. Fewer waitlisted students

Work with FCDC, VP, Enrollment Management

### **E. Enrollment Management Plan Feedback**

Nan mentioned that since we started working on the document, some of the data is different, and updates are needed. Nan will take the parts that reference the old parts of the master plan, and will update and share at the next meeting (Parts 2 and 7).

Phil will look for a copy of the previous flow chart. David and Zav will revise flow chart if necessary (Part 4).

David will work on completing the “best practices” document with help from the committee.

Discussion about fall to spring student losses: “the melt”.

The committee discussed working on a section of the Enrollment Management Plan at each meeting next year, spreading the work out, rather than working on it at the end of the year.

### **F. March Meeting Date**

Next meeting is moved to March 21 from March 28.

Meeting ended at 3:03 pm

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