



ENROLLMENT MANAGEMENT

Facilitator: Jean Shankweiler

Note Taker: Karen Lam

Date: September 13, 2018

Time: 1:00-2:00 p.m.

Location: Lib 202

Statement of Values

Our highest value is placed on our students and their educational goals; interwoven in that value is our recognition that the faculty and staff of El Camino College are the College's stability, its source of strength and its driving force. With this in mind, our five core values are:

1. **People** – We strive to balance the needs of our students, employees and community.
2. **Respect** – We work in a spirit of cooperation and collaboration.
3. **Integrity** – We act ethically and honestly toward our students, colleagues and community.
4. **Diversity** – We recognize and appreciate our similarities and differences.
Excellence – We aspire to deliver quality and excellence in all we do.

Attendees

- | | | |
|--|--|---|
| <input type="checkbox"/> J. Anaya | <input type="checkbox"/> T. Hazell | <input type="checkbox"/> A. O'Brien |
| <input type="checkbox"/> J. Aramburo | <input type="checkbox"/> C. Jeffries | <input type="checkbox"/> D. Patel |
| <input type="checkbox"/> M. Arthur | <input type="checkbox"/> C. Jimenez | <input type="checkbox"/> G. Perez |
| <input type="checkbox"/> J. Baranski | <input type="checkbox"/> L. Justice | <input type="checkbox"/> B. Prado |
| <input type="checkbox"/> L. Clowers | <input type="checkbox"/> S. Kushigemachi | <input type="checkbox"/> I. Reyes |
| <input type="checkbox"/> S. DiFiori | <input type="checkbox"/> A. Leible | <input type="checkbox"/> J. Shankweiler |
| <input type="checkbox"/> R. Dreizler | <input type="checkbox"/> R. Miyashiro | <input type="checkbox"/> J. Sims |
| <input type="checkbox"/> B. Fahnestock | <input type="checkbox"/> D. Mussaw | <input type="checkbox"/> J. Smotherman |
| | <input type="checkbox"/> S. Nilles | <input type="checkbox"/> S. Taylor |

1. Information
 - A. Notes of 8/9/18 (All)
2. Discussion/Action
 - A. Payments/Communication (Dreizler/Miyashiro)
 - B. Duplicates (Sims)
 - C. Prerequisites (Patel)
 - D. Late Adds/No Shows/Educational Campaign (Justice)
 - E. 2018 Fall Headcount Tracking Report (Smotherman)
 - F. Review of the DE Survey (Smotherman)

NEXT ENROLLMENT MANAGEMENT MEETING

Thursday, October 11; 1:00-2:00 pm; Lib 202