EL CAMINO COLLEGE
Office of the Vice President – Academic Affairs

NOTES – ENROLLMENT MANAGEMENT
October 10, 2019

Present: J. Anaya, J. Aramburo, M. Arthur, L. Clowers, R. Dreizler, T. Hazell, L. Justice,
R. Miyashiro, D. Mussaw, G. Perez, J. Shankweiler, J. Sims, J. Smotherman, M. Wolfenstein

I. INFORMATION
   A. <u>Notes of 9/26/19</u>:   Approved as written with the following revisions:
       IIB. Activities for Academic Year: WSCHFTE should be WSCH/FTE.

II. DISCUSSION/ACTION
   A. <u>Enrollment Management Plan – Next Step</u>:
       The final version of the Enrollment Management Plan has been formatted and will be presented
       at the October Board meeting. The plan will be posted on the Academic Affairs and Board of
       Trustees website. J. Shankweiler thanked the committee for assisting with the plan.

   B. <u>Meeting – Timeline of Semester</u>:
       A timeline of topics to cover on the Enrollment Management Plan was distributed. The
       committee reviewed and discussed activities to include on the timeline:
       - Add equity.
       - Maximize use on exchange.
       - Add STEM to course exchange.
       - Expand data by adding Student Services to course exchange.
       - How to implement goal 1 (Access); goal 2 (Engagement); goal 3 (Retention); and goal 4 (Completion).
       - AB 705 data – how it will affect overall enrollment.
       - Adult ed evening and weekend program

       J. Shankweiler will revise the timeline and bring it back to the next meeting for review.

   C. <u>Adult Profile</u>: Jeremy Smotherman provided an overview of the student learner by age, gender
       and learner (adult and traditional) category in division, career education vs. general education/
       transfer prep, and on campus.   Other discussion points:
       - Compared the adult and traditional learner.
       - Review top programs by TOP code.
       - Reviewed top courses.
       - % of students taking classes morning, afternoon, and evening.
       - Ethnicity component.
       - Would be able to identify students in/out district, define by zip code, and trend for students attending class(es) that work within the surrounding area.
       - Individual students would not be able to be identified.

There was interest in accessing the program. However, there are some licensing issues that need to be worked out. It is limited to those that have IRP access. Since information is being pulled from Colleague, caution needs to be taken into consideration in that a student's privacy is not released when accessing information. In the future, IRP would like to provide division licenses so each division has access to dashboards that IRP creates.

III. **<u>NEXT MEETING</u>**: The next meeting will be 11/14/19.

   Agenda for next meeting:
   1. Adult Evening and Weekend College
   2. Implementation Plan