

**SBVC**  
**Enrollment Management &**  
**Student Equity**

*June 13, 2017*  
*1:00-2:30 p.m.*

*Minutes*

*Orientation Conference Room - AD/SS 102C*

San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.

*Members:*

	A	P		A	P
Tammy Allen	x		Heather Johnson		x
Yvonne Beebe	x		Kathy Kafela		x
Paul Bratulin	x		Dr. Craig Luke	x	
Stephanie Briggs		x	Joshua Milligan	x	
Keynasia Buffong		x	Joseph Nguyen	x	
Charles Burton		x	ASG Rep	x	
Raymond Carlos	x		Maria Del Carmen Rodriguez		x
Yancie Carter	x		Dr. Ricky Shabazz		x
Marco Cota		x	Dr. James Smith		x
April Dale Carter		x	Mary Valdemar – Senate	x	
Keenen Giles		x	Raquel Villa – CSEA	x	
Alicia Hallex	x		Dr. Kathryn Weiss	x	
Ron Hastings	x		Chris Williams		x
Cindy Huerta		x	Amanda Moody		x

TOPIC	DISCUSSION	FURTHER ACTION
1. Minutes for Review	Review and approval of prior meeting minutes.	Heather Johnson made a motion to approve the May 9, 2017 meeting minutes, Marco Cota seconded, Ernesto Nery abstained, Motion carried.
2. Cindy to provide an update on summer outreach with draft dates for churches and an update on community outreach. Where are we with Valley in the Community	<p>Cindy Huerta covers flyers that she disseminated to the committee showcasing her "Super Sundays" which she explained were days that SBVC could showcase our programs and services for recruitment purposes. Cindy also passed around a sign up list for staff and faculty to help work the outreach booth at these events, she will send it out electronically as well. The three dates are June 25, July 9 and July 23, 2017 and will be located at various local churches.</p> <p>Cindy went on to explain that the first date on June 25, will be held at Ecclesia Church and will be a table plus a 30 minute presentation. It is part of a program the church is running for educational Sundays.</p> <p>Dr. Shabazz continued to say he hopes Valley as a whole starts to become more involved. He would like to see an Institutional Community Campaign to get people involved. Valley in the community was a great event, and felt that it had a great impact on the students and staff that participated. It is Cindy's job to coordinate not to do it all.</p>	Several members of the committee signed up for Super Sundays and will make more of an effort to become more involved.

<p><b>3. April to provide an update on the drop number for who owes fees and the concurrent enrollment plan</b></p>	<p>April Dale Carter stated that she is continuing her work on the concurrent enrollment plan, specifically the timeline of the process. She has been meeting with different school sites to get a feel for how the process is done; right now valley has about a two week turn around to process paperwork, depending on how many school are involved it could be extended to 3 to 4 weeks. There will also be two reps accompanying Cindy on certain outreach trips to assist with on site registration.</p> <p>April stated that for the spring 2017 semester, there are 904 students who have an outstanding balance owed with a total of \$248, 262.00. We are waiting on the numbers for Summer and Fall, the information will be sent out when it is available.</p> <p>Dr. Shabazz stated for an institution of this size he believes those numbers to be normal. He asked if it was possible to know who the students are? Athletes? Specialized program students?</p>	<p>April Carter will send out summer and fall numbers when they become available. For clarification purposes, April stated, the 904 with outstanding balances were not allowed to register for any summer courses.</p>
<p><b>4. Carmen to provide an update on VB and FYE, and summer bridge</b></p>	<p>Carmen Rodriguez gives a quick overview of Valleyound. There are 250 students expected to attend their summer bridge July 3 through July 13, 2017, and will be registered for fall on July 13.</p> <p>The First Year Experience Program will run their summer bridge July 17 through August 3, 2017.</p> <p>Carmen has met with and been in communication with the students to explain the commitment they have made and the dedication it takes.</p>	<p>No Action taken</p>
<p><b>5. James to talk about summer and fall numbers</b></p>	<p>Dr. Smith referred to the daily snapshot handout enrollment for spring and summer comparisons to previous years semesters. Due to the efforts of outreach we exceeded our spring enrollment. Outreach has been helping to build our concurrent enrollment as well as non-credit courses. If non-credit courses can be lined to a cost, our FTE's will go up and we can receive additional funding.</p> <p>April Carter brought up a valid point in our FTE's and outstanding debts. She stated that she has begun to receive emails about late grade posting's, or many instructors never drop students so we get the funds, but the students aren't actually completed the courses.</p> <p>Dr. Shabazz feels that is something that can be covered by their deans in department meetings. Faculty have to understand the impact that has on students in regards to posting grades late.</p> <p>April stated that she has seen an increase, and was told by one faculty member that they were told not to drop students.</p> <p>Dr. Briggs stated she makes it very clear that if you have a no show they are to drop. She also said that many years ago, faculty would face some sort of consequence for posting grade late.</p> <p>Dr. Shabazz asked if the committee could table this discussion for another time, believes it is important a needs to be discussed at further length.</p>	<p>Item will be further discussed at a future meeting.</p>
<p><b>6. Research Surveys</b></p>	<p>Amanda Moody disseminates survey that needs to be taken by each member for all committees from the research department.</p>	<p>Committee members completed and surveys were turned into the research and planning office.</p>

<p><b>7. Other</b></p>	<p>Dr. Shabazz expressed his concerns with the lack of advertisement he has seen for summer and fall semesters. He understands that our marketing department does a wonderful online campaign, however not everyone is online. Having hard copies of a schedule book is a tremendous outreach tool.</p> <p>Carmen Rodrigues and April Carter both expressed their agreement and also stated many students have been asking for a handheld version of our schedule.</p> <p>Dr. Shabazz thanked the committee and expressed his well wishes for the campus and staff.</p>	<p>Dr. Shabazz made an appeal to the committee, that if you have concerns about marketing on this campus to please express them to Paul.</p>
<p><b>8. Adjournment</b></p>	<p>1:44pm</p>	

## Smith, James E

From: sqlserv <helpdesk@sbccd.cc.ca.us>  
 Sent: Tuesday, June 13, 2017 12:13 AM  
 To: ShareP\_Snapshot  
 Subject: EIS Daily Snapshot

# EIS Daily Snapshot

(Server: CSB-DBWH-01)

\*\*\* Indicates that the counts below are estimates (projected numbers) until all census dates have passed and/or positive attendance hours are posted. **DO NOT USE** these numbers for any reporting purpose until end of term. **These numbers are for internal use only.**

San Bernardino Valley College							
Term	# of Active Students	# of Active Seats	# of Resident Seats at Census*	# of Non-Resident Seats at Census*	Resident FTE*	Non-Resident FTE*	Total FTE*
2017FA	2,333	6,799	6,471	328	861.62	44.12	905.74
2016FA	12,113	29,924	32,293	1,242	4,375.93	160.36	4,536.29
2017SM	6,263	9,345	9,313	373	1,191.00	48.09	1,239.09
2016SM	5,728	8,506	9,206	284	1,252.46	36.51	1,288.97
2017SP	12,512	30,192	33,043	1,327	4,911.55	193.51	5,105.06
2016SP	12,021	29,794	32,619	1,076	4,418.33	141.84	4,560.17

Crafton Hills College							
Term	# of Active Students	# of Active Seats	# of Resident Seats at Census*	# of Non-Resident Seats at Census*	Resident FTE*	Non-Resident FTE*	Total FTE*
2017FA	730	2,252	2,217	35	293.71	4.59	298.30
2016FA	5,789	16,525	15,910	379	2,081.07	47.34	2,128.41
2017SM	2,320	3,378	3,301	103	402.94	12.51	415.45
2016SM	2,242	3,178	3,366	94	393.53	10.67	404.20
2017SP	5,562	15,556	15,294	359	1,956.18	45.93	2,002.11
2016SP	5,628	16,001	16,986	441	2,009.91	51.81	2,061.72

Term data above is as of the following dates		
Term	Report Year	Date
2017FA	2018	06/12/2017
2016FA	2017	06/12/2017
2017SM	2017	06/12/2017

# *Sesiones de Super Domingo de Valley College*

¿Alguna vez se ha preguntado acerca de las  
oportunidades educativas en San Bernardino  
Valley College?

¡Está de suerte!

El personal profesional de San Bernardino  
Valley College lo visitará en su iglesia local  
para brindar información sobre  
cursos, servicios, y programas.

9 de julio • 12PM  
Nuestra Señora de Guadalupe  
1430 W. 5th St., San Bernardino, CA. 92411

16 de julio • 9:30AM  
Nuestra Señora de Esperanza Comunidad Católica, Inc.  
6885 Del Rosa Ave., San Bernardino, CA, 92404

23 de julio • 11AM  
Ecclesia Christian Fellowship  
1413 E. Date St., San Bernardino, CA, 92404

San Bernardino Valley College mantiene una cultura de mejoramiento continuo y un compromiso para proporcionar educación de alta calidad, instrucción innovadora y servicios a una comunidad diversa de estudiantes. Su misión es preparar a los estudiantes para su traslado a universidades de cuatro años, ingresar a la fuerza de trabajo mediante la obtención de títulos aplicados y certificados, para fomentar el crecimiento económico y la competitividad global a través del desarrollo de la fuerza de trabajo y mejorar la calidad de vida en el Inland Empire y más allá.

# WHAT INSPIRED YOU TO GO TO COLLEGE?

## SHARE YOUR STORY AT "VALLEY'S SUPER SUNDAY SESSIONS"!

Join your fellow San Bernardino Valley College staff and students as we visit local churches to meet with community members and share information about courses, services, and resources available at Valley!

July 9 • 12PM

Our Lady of Guadalupe  
1430 W. 5th St., San Bernardino, CA, 92411

July 16 • 9:30AM

Our Lady of Hope Parish  
6885 Del Rosa Ave., San Bernardino, CA, 92404

July 23 • 11AM

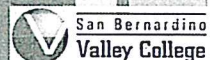
Ecclesia Christian Fellowship  
1413 E. Date St., San Bernardino, CA, 92404

**For questions and to sign-up contact:**

**Cindy Huerta**

**Outreach Coordinator**

**(909) 384-8984, [chuerta@valleycollege.edu](mailto:chuerta@valleycollege.edu)**



## Valley in the Community

### **"Super Sunday"**

- June 25 OR July 23 (prefer June 25) @11am
  - Ecclesia Christian Fellowship, 1314 E. Date St., San Bernardino, CA 92404
  - Requested presentation on June 25 as part of educational programs
- July 9<sup>th</sup>@ 12pm
  - Our Lady of Guadalupe, 1430 W. 5<sup>th</sup> St. San Bernardino, CA, 92411
  - Can table either before or after mass
- July 16 @ 9:30AM
  - Our Lady of Hope Parish, 6885 Del Rosa, San Bernardino, CA, 92404
  - Brief presentation and tabling

### **Tabling Locations (same locations in July)**

- June 16, 2017
  - PRO-Swapmeet, 5-8pm
- June 16, 2017
  - Stater Bros. 2053 E. Washington Blvd., Colton,
- June 17, 2017
  - Stater 25630 Barton Rd., Loma Linda
- June 17, 2017
  - PRO-Swapmeet, 4-7pm
- June 23, 2017
  - Warehouse Shoe Sale, 3-7pm
- June 24, 2017
  - Warehouse Shoe Sale, 3-7pm
- June 25, 2017
  - Warehouse Shoe Sale, 3-7pm
- June 28, 2017
  - PRO-Swapmeet, 5-8pm
- June 30, 2017
  - Pro-Swapmeet, 5-8pm

### **Events**

- June 3, 2017
  - Redlands Hunger Walk
- June 10, 2017
  - San Bernardino Community Block Party
- June 17, 2017
  - Juneteenth Family Festival @ San Bernardino High School
- July 29, 2017
  - STEAM Fair Back to School Extravaganza

### **Inland Center Mall Booth**

- Monday-Friday, 10am-9pm
- Saturday, 10am-8pm
- Sunday, 11am-7pm