

SBVC
Enrollment Management &
Student Equity

August 27, 2019
 1:00-2:30 p.m.
 President's Conference Room

MINUTES

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
Diana Z. Rodriguez			Joshua Milligan		
Dr. Scott Thayer			Justine Plemons		
Dina Humble			Kathy Kafela		
Alicia Hallex			Keynasia Buffong		
April Dale-Carter			Marco Cota		
Ariel Davis			Maria Del Carmen Rodriguez		
Christie Gabriel-Millette			Mary Valdemar - Senate		
Dr. James Smith			Particia Quach		
Dr. Kathryn Weiss			Paul Bratulin		
Dr. Raymond Carlos			Raquel Villa - CSEA		
Dr. Stephanie Lewis			Sharaf Williams		
Joanne Hinojosa			Yvonne Beebe		
Joseph Nguyen			Tammy Allen		
Quincy Brewer			Yancie Carter		
Keenan Giles			Ron Hastings		
Stephen Lee			Dr. Craig Luke		
Gloria Kracher					

TOPIC	DISCUSSION	FURTHER ACTION
1. Introductions/Welcome	<ul style="list-style-type: none"> Next meeting, we will have a comprehensive meeting with 25th hour communication. We will be doing the Opportunity Drawing for the student who have enrolled in the fall. We will be sending out the agenda Friday before each meeting. 	
2. Committee Charge and Composition	<ul style="list-style-type: none"> Committee Charge and Composition on website and at the end of agenda. Two main focuses: Enrollment Management and Student Equity. Will Enrollment Management and Student Equity be two separate committees? We will take a look at the committee structure. Composition of the committee is on the top and we would like to confirm the list is updated and request that those who 	<ul style="list-style-type: none"> Investigate which time slots work best for the majority of the committee

	<p>cannot make it can have someone else in their place. We should investigate whether changing time slots would be better for faculty on the committee.</p> <ul style="list-style-type: none"> • If anyone has any items they would like to be on the agenda, please have them to us by Friday before noon. 	
<p>3. Enrollment Management Update</p>	<ul style="list-style-type: none"> • See attachment. • We are up on our numbers across the board for the fall semester compared to last year. <p>Question: I have been told that we see an influx of enrollment when a recession hits.</p> <p>Response: The growth is great. The trending of our enrollment has been positive. But we will definitely pay attention to the student trends. It's good to dialog and make some plans and act accordingly.</p>	
<p>4. Promise Update</p>	<ul style="list-style-type: none"> • 1340 First-Time/Full-Time students fall 2019 • Great Parent/Student Orientation turnout. • Summer Bridge <ul style="list-style-type: none"> ○ 6 Weeks of Summer Bridge. ○ Approximately 300 students in each. ○ Panels with representatives from each department informed students on the services provided on campus. • Successful, well-organized, intentional • NSWDC – 1200+ students • Debriefing was 08/26/2019 <ul style="list-style-type: none"> ○ Students got free food ○ Starter Kits ○ Information • Parents registered and enjoyed the parent presentation. 	

	<ul style="list-style-type: none"> • About 90% of our first-time/full-time are Promise students. 	
<p>5. Student Equity - Carmen Rodriguez</p>	<ul style="list-style-type: none"> • Equity plan was submitted June 30, 2019. • We have identified disproportionately impacted students. • Student Equity has changed its name to Student Equity and Achievement Program (SEAP). Budget is due by September 30th. • We will continue to look at committee structure and how we set up our meetings; expand. • Budgets are together now. • Reporting is due in January regarding the expenditure of the funds. • The Liberal Arts building's courtyard has been upgraded. • We have to continue with the trend and make it welcoming 	
<p>6. Goals</p>	<ul style="list-style-type: none"> • Enrollment <ul style="list-style-type: none"> ○ Target FTES ○ Annual goal is about 10,500 ○ September 8th is census. ○ We will lock in a number right after and go from there. ○ 4,700 FTES for the fall which we have exceeded • Retention <ul style="list-style-type: none"> ○ Intervention <ul style="list-style-type: none"> ▪ Starfish ○ We want NSWDC orientation to be transferred to success • Saving for a recession <ul style="list-style-type: none"> ○ We're looking at less money to serve more students because enrollment typically increase in a recession. <p>See Handout – Vision for Success</p> <ul style="list-style-type: none"> • Mapping to these goals. 	<ul style="list-style-type: none"> • Solitify what the 10 areas are.

- Identify regional enrollment gaps.

We were talking about retention. With that information, are we taking actionable steps with it yet? If not, we can identify what those actionable steps can be now that we have access to that information.

Divisions are using the information

- New software can track engagement of students.
 - Funded by Basic Skills committee.
 - Swipe in students to get demographic information instantly.
 - Add points to certain events where student accumulate
 - Map skill level sets for example:

(1:00:00)

- Check-in to see if students are attending events.

Can we get their Student ID's on Google wallet or Apple wallet?

- Non-students can sign in with emails.
- We are pushing all students to have a student ID card.
 - Can check-in or "swipe" them in for services.
- Engagement Goal
 - Leads to retention
 - Impact on retention, success, completion

(1:11:00)

<p>7. Other</p>	<p>Guided Self-Placement:</p> <ul style="list-style-type: none"> • We are trying to having the Guided Self-Placement fully online. • Marco will report on that next week. <p>Announcements:</p> <p>Where are we when it comes to payment plans with students?</p> <p>We have student loans coming where students can make payments towards their loans.</p> <p>With application opening October 1st, the new catalog code needs to be created and the academic programs “rolled” to that new catalog. Also, after you add it in CCCApply we need to update the Startfish extract for new applicants.</p>	<ul style="list-style-type: none"> • Demographic enrollment breakdown. • Gender enrollment breakdown.
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Additional Information:

The Enrollment Management and Student Equity Committee serves in an advisory capacity to the President’s cabinet regarding enrollment. The Committee is responsible for reviewing internal and external assessment trend data as it applies to enrollment planning, researching and reviewing successful models of recruitment and retention programs, projecting enrollment growth/decline, projecting academic and student support service needs based on enrollment trends. The committee makes recommendations regarding recruitment and retention strategies, in the annual updating of the Enrollment Management Plan. The committee reviews and regularly updates the Student Equity Plan. Both plans are forwarded to College Council for review.