

SBVC
Enrollment Management &
Student Equity

September 8, 2020
 1:00-2:00 p.m.
 Zoom Conference Room

NOTES

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
Dr. Scott Thayer			Joanne Hinojosa		
Dr. Dina Humble			Joseph Nguyen		
Dr. James Smith			Jennifer Bjerke		
Marco Cota			Justine Plemons		
Brittany Hind			Mary Valdemar (Senate)		
Carmen Rodriguez			Paul Bratulin		
Dr. Stephanie Lewis			Dr. Raymond Carlos		
Patty Quach			Ron Hastings		
Adrian Rios (ASG)			Sam Trejo		
Alicia Hallex			Sharaf Williams		
April Dale-Carter			Tammy Vu		
Ariel Davis			Ty Simpson		
Christie Gabriel-Millette (CSEA)			Yvonne Beebe		

TOPIC	DISCUSSION	FURTHER ACTION
1. Enrollment Update	<p>Scott:</p> <p>EIS Snapshot</p> <p>We are about 2,800 students less than we were a year ago. That number has been pretty consistent. We did see an improvement in our FTES. April, correct me if I'm wrong – we should lock in our main census numbers today.</p> <p>What we're doing is continuing to look at that number. Our short-term courses begin this week. We want to work out a strategy with marketing to continue to remind students that courses are still available to register to for the fall semester.</p> <p>Any questions on the Snapshot?</p> <p>April: No questions, but I did want to add and confer what you said, yes today is census. All students who were no shows should have been cleared from the roster as of yesterday.</p> <p>Scott:</p>	

	Thank you April.	
2. Enrollment Management and Student Equity Committee Plan Review	N/A	
3. Student Equity Update	<p>Carmen: End of Year report is in the process of being submitted in October. That's about it.</p> <p>Scott: And that's just an ongoing task we need to do – out annual report.</p>	
4. SBCCD Promise Update	<p>Scott: A group will be looking at the Promise and analyzing how we've been doing this far. We have been working with district to have some terms defined and how we will be looking at data and student progress. We will be working with the VPSS of Crafton, Carmen, Sharaf and a few of us will be compiling the data.</p> <p>We are not recruiting for cohort 3 right now as funding is unknown at the moment. Specific deficit will determine where we are. We are hoping federal funding will become available. In the mean time we will be looking at all the different scenarios on how to move forward.</p>	
5. Marketing Update	N/A	
6. Work Group Updates/Status	<p>James Smith: The research workgroup has finally provided the list with contact information to each dean and department chair for follow up.</p> <p>Scott: Okay, those list should have been sent to the department deans?</p> <p>James: Yes, you should have received it and the VPI along with Marco in counseling.</p>	

Scott:

Was it sent out to Carmen in Student Equity?

James:

I'm not sure. She should be on the list.

Scott:

Okay let's make sure we get it to all the deans. Anything from the retention workgroup?

Ray:

For the retention workgroup, we met last week. We're looking at a lot of data and we're doing two fold. Kyle, Joanne and anyone else go ahead and jump in, but we're looking at retention techniques now to keep students but we're also think we need to push forward and create a retention plan that's integrated into our enrollment management plans and move as needed. We're doing two things at once. Kyle if you want to jump in there. I think we're also looking at the some of the categorical programs. We also have some data on AB705 and Dr. Lewis will be taking the lead on the math area and the retention workgroup will support in any way possible. I'll hand it over to them if they want to jump in.

Kyle:

Yes, we have spoken about how we can motivate folks during this crazy COVID times, to register for more units. We're looking at marketing and working with Lucas to create some videos leverage YouTube and other social media and work with the marketing department. It's all in the exploratory phase at this moment.

Joanne:

I also wanted to add that we also talked about encouraging different areas of the college to develop their own virtual office hours for their departments just to be available to students. If they have questions or if they feel they want to connect during

this time – that's one of the things we're exploring at EOPS.

Scott:

Great. Yes, if we can get those to Kathy to add them to the enrollment plan especially when you talk about the retention piece. We can kind of lay that out and bring it back as part of our enrollment management which is part of our strategy. We don't want to lose track of those ideas and we can keep those as part of our minutes and notes.

Ray:

We also talked a lot about the focus groups, Christie if you want to talk about that.

Christie:

The surveying is great but we thought we would do some virtual focus groups with students to have more open ended conversations about the things that are working for them and things we need to take a look at.

There's a lot of data that we need to be looked at with regards to if they finish transfer level math within the first year then they have a better chance of retaining over all. That's not part of the focus groups but that's something we're looking at. We have to compile a list of the techniques and ideas we've come up with as a group and share that.

Scott:

Okay.

Sharaf:

I don't know if you can invite Ariel and Justine to the retention workgroup as Outreach is working on targeting specific groups. If we can add them to the group I think that may be helpful.

Scott:

We talk a lot about the easiest student to recruit is the one we already have. Great job with the retention workgroup.

<p>7. Charge and Composition</p>	<p>Scott:</p> <p>We are going to review the charge of the committee.</p> <p>“Committee Charge - 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.”</p> <p>That’s our charge and that’s what we’ve been doing.</p> <p>Our composition is appointed through committees. Our documents are available on the website. We’ve been working on updating those and making them available on the website.</p>	
<p>8. Faculty Co-Chair</p>	<p>Scott:</p> <p>I wanted to bring the faculty co-chair up to see if we have any interest. I believe the last faculty co-chair was Dr. Lewis.</p> <p>Stephanie Lewis:</p> <p>That is correct and I believe a good person to follow up with is Dr. Avarar and let her know that spot is open.</p> <p>Scott:</p> <p>The co-chair is just to help with the things on the agenda and move the conversation. Most of the work is done by my office; Kathy is the keeper of minutes and I prepare the agenda.</p>	

	<p>Anything you want to add about the role Stephanie?</p> <p>Stephanie: Yes. I think whoever the faculty representative is or at least the role is to have an active participation in the committee itself and like you said bring agenda items to the senate and go back and forth and keep everyone informed. I really do think that seat is really more than a place holder and that person historically was active in planning and getting the faculty views in enrollment management plans. It was literally a working seat.</p> <p>Scott: Thank you. I will reach out to Dr. Avaral to see if there is interest. That has been something that has historically been there and I wanted to open it for anyone interested.</p>	
<p>9. Academic Senate Resolution</p>	<p>Scott: We will go into other while I gather this information.</p> <p>The senate passed a resolution with summer 20.01 infusion with anti-racism/no hate education. We'll make sure to get you the language and every committee with be reviewing it.</p> <p>"Resolved, That the SBVC Academic Senate will actively infuse the anti-racism/no hate education by:</p> <ul style="list-style-type: none"> • Integrating an accurate portrayal of the roles and contributions of all groups throughout history across curricula, particularly groups that have been underrepresented historically, • Identifying how bias, stereotyping, and discrimination have limited the roles and contributions of individuals and groups and how these limitations have challenged and continue to challenge our society, • Encouraging all members of the educational community to regularly examine assumptions and prejudices, including but not limited to racism, 	

	<p>sexism, and homophobia, that might limit the opportunities and growth of students and employees,</p> <ul style="list-style-type: none"> • Coordinating with organizations and concerned agencies which promote the contributions, heritage, culture, history, and health and care needs of diverse population groups, and • Promoting a safe and inclusive environment for all;” <p>It fits into our committee work through enrollment management and student equity.</p>	
<p>10. Other</p>	<p>Scott: Second COVID Survey went out. Christie do you want to chime in on that?</p> <p>Christie: Okay. Most folks know about the first survey that was sent out in May that had about 750 responses. This one was a continuation of that one with specific questions with regard to their math and English taking during the spring and the fall. Hopefully, this will reveal something with retaining students. I will share the results with everyone next meeting.</p> <p>Scott: Alright. Once again, getting that information from our students is critical to the retention piece.</p> <p>James: We can talk about the Campus Climate Survey – the institutional learning outcome and how much people feel they have benefited from our campus. We have retention information but we also have information on how our campus has been doing.</p> <p>Scott: Alright, items, announcements?</p> <p>Joseph provided information regarding the newsletter.</p>	<p>ADD: AB705 to the next agenda.</p> <p>ADD: Campus Climate Survey to agenda</p>

Additional Information: