

SBVC
Enrollment Management &
Student Equity

October 11, 2022

MINUTES

1:00-2:00 p.m.

President's Conference Room and Zoom Conference Room

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
Olivia Rosas, Interim VPSS, Chair	X		Sandra Moore		X
Dr. Dina Humble, Co-Chair		X	Joseph Nguyen	X	
Yvonne Beebe, Co-Chair		X	Miguel Ortiz	X	
Paul Bratulin	X		Dr. Joanna Oxendine	X	
Larry Brunson		X	Justine Plemons		X
Keynasia Buffong		X	Patty Quach	X	
Dr. Raymond Carlos	X		Carmen Rodriguez	X	
Marco Cota	X		Ty Simpson		X
April Dale		X	Daniele Smith-Morton		X
Christie Gabriel-Millette (CSEA)		X	Dr. John Stanskas	X	
Keenan Giles		X	Michelle Tinoco		X
Pete Gonzalez		X	Sam Trejo		X
Ron Hastings	X		Mary Valdemar (Senate)	X	
Joanne Hinojosa	X		Abena Weber		X
Alma Lopez	X		Sharaf Williams		X
Amanda Moody		X			

TOPIC	DISCUSSION	FURTHER ACTION
1. Approval of 9/27/2022 Minutes	Christie motions to approve. April seconds. Change requested: add Michelle as attended to meeting. Motions approved with corrections: 6 yays and 4 abstentions.	
2. Fall 2022 Enrollment Update and Spring 2023 registration period	Dina provided an update on enrollment noting that we are above our targets and have leveled out at 3,955 FTES. We are hoping to match that for spring. Our total targets are just over 9,000 for the academic year. One major flaw is the ethnic studies classes are not appearing on the website schedule. Adjustments are being made. More classes are being added to accommodate students. Schedule is live. Kudos to the office of instruction for getting the schedule out one month prior to registration!	Dina will ask Kay Dee to provide the list of the state approved ethnic studies courses.

	<p>Registration begins October 31st with priority registration.</p> <p>Summer dates are being finalized. Faculty chairs and division areas will start scheduling for summer and fall. Hopefully, by the end of the week. The academic calendar is pending board approval. Once that is done instruction can work on the schedule with faculty chairs.</p> <p>Michelle commented that students are requesting late start classes for ethnic studies. Dina responded that instruction is in the process of recruiting full-time faculty for ethnic studies. The current ethnic study courses are the only ones being offered now.</p> <p>Yvonne mentioned the subject of late start and waitlist practices. She mentioned that late start classes are very full. Even the waitlists are full. How are classes being advertised? Yvonne asked who she could email once waitlists are getting full?</p> <p>Dina responded that each department has their own process. Late start classes are advertised. Student emails need to be directed to the division.</p> <p>Yvonne asked if at any point emails can be sent directly to Dina.</p> <p>Dina stated yes, we are here to serve the students. The protocol would be reaching out to the faculty chair and dean of the department first.</p> <p>Yvonne asked who she would contact in student services when classes are available?</p> <p>Ty provided that her and Michelle would be the liaisons Yvonne could contact. Liaison roles are listed in the online catalogs under divisions.</p>	
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<p>3. Student Equity Plan Update– Carmen</p>	<p>Dina stated that working sessions have been scheduled and are upcoming. Everyone is welcomed to join the sessions and provide input. There are about 3 more weeks for the working sessions.</p> <p>Keenan provided the dates in the chat: October 13, 17, 18, 26 and November 2 in LA 203, from 1:30 to 2:30</p>	
<p>4. Marketing Update – Paul</p>	<p>Dina made note that marketing is ongoing. We will get an update from Paul in the next meeting.</p>	
<p>5. Student Services Monthly Events</p> <ol style="list-style-type: none"> 1. Student Accessibility Services – Ability Awareness Week – October 11-14 2. Undocumented Student Action Week – October 17-21 3. Cal Fresh Week – October 11, 2022 	<p>Larry provided update on the ability awareness week. Ed Gomez gave an inspirational speech today. Larry extends an open invitation to everyone. Thursday will be the SAS fair with food, music, activities and more. Friday will be the ribbon cutting event with the Student Accessibility commercial video.</p> <p>Christie noted that SAS has been updated on the main website, however, DSPS is still showing in the breadcrumbs under specialized counseling services.</p> <p>Larry added, thank you for bringing that to our attention, Christie.</p> <p>On the topic of the website, Keenan added that many changes are coming up with the website.</p> <p>Sharaf provided update on undocumented student week which is next week. Daily webinars from 9-10 Monday through Friday by the state chancellor’s office. Tuesday will have a guest speaker, Rosa Clemente. Sharaf extended an invitation to for Wednesday where there will be Ally training in Art 144 and online for faculty and staff. Lunch is provided. Thursday will be financial aid workshop supported by the financial</p>	<p>Keenan to provide the list to Keynasia and Ty.</p> <p>Add website overhaul as agenda item – Keenan.</p>

aid department. It will be in Library 147. Friday FYE will be taking students to CSUSB to complete the leadership challenge.

Cal Fresh Week update will be provided next meeting.

Amanda provided an update on the collaborative effort between Outreach and the Arts and Humanities division to highlight art and music programs offered. The event will be held at the Garcia for the Arts Center on Friday November 4th. There will be activities, music, food and much more. Flyer is being finalized.

Dina announced that instruction is in the process of recruiting a guided pathways research analyst.

On a side note, Keenan commented that students have been grouped according to their academic pathways. In looking at the data, over 1,000 students are undecided. If those students are expecting to receive financial aid, they need to update their academic program to receive financial aid.

Ty asked how many of the 1,000 students have seen counselors? Ty also asked for the list so that they can reach out to them.

Christie mentioned that somehow students are bypassing orientation and counseling. A very small number.

Keynasia added that she would like to reach out to the students to update majors.

Keenan suggested to discuss the issue of students selecting a major with the entire counselor body.

	<p>Keenan requested up the topic of the website overhaul be added to the agenda to discuss.</p> <p>Dina added that a workgroup and a vendor have been working to improve the website.</p> <p>Ty provided an update on the upcoming High School Counselor Conference which will be held February 24th.</p> <p>Keynasia shared that the Transfer Fair will be held tomorrow, October 12th. Free tacos for the first 150 students. Feel free to join. Over 35 schools will be in attendance. Application workshops are held weekly in person and in person.</p> <p>Umojia/Tumaini is holding therapeutic Thursdays at 1pm in North Hall 151. The goal is to encourage balance including a small student panel who will be discussing Money Management and The Psychosocial Wellbeing in November.</p> <p>Christie touched on the virtual campus and community meeting on October 26th. Be sure to register. Email was sent out last night. Please join.</p> <p>Ty wanted to clarify the dates for the financial aid workshops.</p> <p>Sam provided that the dates are published online. The only date that changed was October 7th. In person and virtual workshops are offered.</p>	
<p>6. Next Meeting: October 25, 2022</p>	<p>Meeting adjourned.</p>	

Additional Information: