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**Enrollment Management Committee**

**1:00 pm - 3:00 pm on May 19, 2022**

Zoom: <https://ccsf-edu.zoom.us/j/99176662563>

**MINUTES**

**Members Present:** Monika Liu, Edgar Torres, Joe Reyes, Arlette Marcial, Dawn Mokuau, and Lydia Jian

**Alternates Present:** Steven Brown,Silvia Urrutia, and Colin Hall

**Resource Support Present:** Lisa Cooper-Wilkins, Pam Mery,and Darryl Dieter

**Guests Present:** Alexis Litzky, Kristin Charles, Edie Kaeuper, Carole Meagher, Simon Hanson, and Cynthia Dewar

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| **No.** | **Item** | **Discussion/Outcomes** | **Follow up/Individual Responsible** |
| 1. | Welcome | Geisce Ly and Wynd Kaufmyn were not able to chair this meeting. Pam Mery and Joe Reyes facilitated instead.  |  |
| 2. | Approve April 21st Minutes | This item was discussed and will be tabled for approval at the next meeting since there was no quorum.  |  |
| 3. | Approve Agenda | This item was discussed and will be tabled for approval at the next meeting since there was no quorum. |  |
| 4.  | Summer and Fall Enrollment | Tom Boegel was not able to join due to health reason so there was no report. However, there were conversations about enrollment trends. Based on current enrollment numbers, it appears that more and more students prefer taking classes online vs. in person, probably due to greater flexibility, convenience, competing demands, and work schedule. Most popular classes (based on registration) are those that are 100% asynchronous (no require meetings on Zoom or in person). When surveyed students about which modality they like most, the results are pretty much even. Some like remote, some like in person, some like both. Using data to make inform enrollment decisions is critical in the future. Do we have the technology and resources to keep up with building out classrooms to enhance student engagement and learning, especially if we are moving towards more online, hybrid, and maybe hyflex option. Summer classes are filling up fast and have waitlists. Need to offer more summer classes in the future to meet student demand.  |  |
| 5. | Student Support Strategies Ad Hoc Committee  | VC Cooper-Wilkins shared notes of 5/12 meeting. This ad hoc committee will continue to meet next year. Have included the EASE workgroup members to join this ad hoc committee since there were some common threads. Will review the Standard 2C evidence and narratives. Explore funding opportunities beyond the TRIO grant, specifically the Veterans support services grant. Will look more into how DegreeWorks is working and provide workshops for those to learn more. Will confer with the six co-leads (i.e., Support Services, Technology, and Student Engagement Plan) to continue the work they are leading next year.  |  |
| 6. | Reopening Plans | Alexis Litzky highlighted a few ongoing discussions such as AP 2.23 Communicable Diseases, student support services at the college (e.g., library, resource centers). We are seeing tiers of students who are voicing their thoughts and suggestions. Facilities staff continue to do a lot of work with limited staffing. Will improve signage at the centers and Ocean buildings because we are expecting more students, employees, and guests this summer and fall. Trying to develop a database of spaces on campuses to assess ventilation and what technology is needed. Will need to revisit whether it would be prudent to require students to upload their COVID vaccination info when registering for Spring 2023 classes. Masks are still required indoors until 12/31. No more contact tracing when entering buildings because our current landscape is different, largely due to very low infection and hospitalization numbers. Will continue to monitor our situation over the summer and follow SFDPH guidelines which has loosened up a lot.  |  |
| 7. | Acknowledging Faculty in Response to Faculty Layoffs | Acknowledged the exceptional faculty who received a May 15th notice through no fault of their own. Our Academic Senate passed a resolution last week on this matter. Enrollment should be a growth mindset, not a deficit mindset. |  |
| 8.  | Future Agenda Items | Waitlist, course offerings, and technology.  |  |