



**Enrollment Management Committee**  
**December 19, 3:00 – 5:00 pm**  
**R518**  
**AGENDA**

**Members:** Edie Kaeuper (Chair), Wynd Kaufmyn (Co-Chair), Denise Selleck, Monika Liu, Kit Dai, Pamela Mery (Resource), Dana Galloway, Marina Noel, Edgar Torres, Angelica Campos

Upcoming Meetings: Proposed **Spring 2020 TBD**

No.	Item	Presenter(s)	Time (minutes)
1.	Introductions and updates	Edie Kaeuper	5
2.	Review of minutes from Nov meeting	Edie Kaeuper	10
3.	Enrollment committee recommendations for waitlist	General Discussion	20
4.	Enrollment committee recommendations for department budgets	General Discussion	50

**Present:** Edie Kaeuper (Chair), Wynd Kaufmyn (Co-Chair), Denise Selleck, Monika Liu, Kit Dai (Did not have quorum so had a general discussion).

- 1) The group needs more representation from faculty, staff and department chairs. Edie will reach out to Darlene after the break and to SEIU. Wynd will also make the call out to faculty to join.
- 2) There were no minutes from Nov.
- 3) Monika will find out how the students are notified once they are put on the waitlist. Once we have this information we will decide if we as a group want to put forward a resolution to the academic senate.
- 4) We decided to move the meetings to earlier on a Thursday and find one that did not overlap with DCC and Dean's and Chair's.
- 5) We then talked about scheduling summer and how we should prioritize. Number one with prioritizing was credit recovery and other SFUSD projects. Number two was making sure all cohorts with a mandatory summer offering have that summer offering. Number three was a tie between non-credit and IGETC classes.
- 6) Wynd expressed some discomfort at the fact that we are proceeding as if this committee actually had input to enrollment management. Given that Edie and Tom removed 13% of the spring schedule (at the behest of the Chancellor) with no consultation or collaboration with Department Chairs, Academic Senate, or other faculty, the committee needs to do some serious reflection as to our purpose and effectiveness. This discussion will be continued next year.