SAN DIEGO MESA COLLEGE

Enrollment Management

Enrollment Management Committee Meeting Fall 2023
Friday, December 3, 2023
11:30am-1:00pm
LRC 435

<u>Agenda</u>

1. November meeting review
2. Updates from Student Services
3. Discussion of Committee Projects workflow and setup
   a. Smaller workgroups?
   b. Identification of projects
      i. Survey analysis and Best Practices development
      ii. 8WK2 Survey
      iii. See attached
4. Spring Convocation presentation
5. Spring meeting dates

EM Committee Potential Priority Actions 23/24

Scheduling   Professional Development   Data/District   *Overlap*

1. Coordination of class schedules within and between departments

2. Increase short-term courses where pedagogically appropriate and where student demands are

3. Increase number of Dual Enrollment courses

4. Conduct campus survey regarding scheduling practices/tools; develop evidence-based, best practices for campus scheduling.

5. Review practices that maximize FTES by maximizing weekly contact hours.

6. Review Room Prioritization

7. Conduct a scheduling audit

8. *Annually review regional demographic forecasting, specifically changes in the age of Mesa's service area population.*

9. *Educational Gala/Registration Days*

10. Provide a broader understanding of enrollment management concepts and shared language across the college.

11. Develop and offer training for deans and chairs for EM tools and how they can be used for schedule builds to maximize FTES

12. Classified Professional Development for Retention of students

13. Review procedures for students with minor class time schedule overlaps.

14. Collaborate with the District to develop predictive EM tools that forecast enrollment trends, FTES, and assist with schedule builds.

15. Provide key scheduling personnel (VPI, deans, directors, chairs) access to additional enrollment data (I.e., daily, longitudinal enrollment by section level)