

SBVC
Enrollment Management &
Student Equity

July 11, , 2017
 1:00-2:30 p.m.
 President's Conference Room

Minutes

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
Tammy Allen	x		Heather Johnson	X	
Yvonne Beebe	x		Kathy Kafela	X	
Paul Bratulin		x	Dr. Craig Luke	X	
Stephanie Briggs	X		Joshua Milligan	X	
Keynasia Buffong	X		Joseph Nguyen		X
Charles Burton		x	ASG Rep	x	
Raymond Carlos	X		Maria Del Carmen Rodriguez	X	
Yancie Carter	X		Dr. Scott Thayer		x
Marco Cota	X		Dr. James Smith		x
April Dale Carter		x	Mary Valdemar – Senate	x	
Keenen Giles	X		Raquel Villa – CSEA	x	
Alicia Hallex		X	Dr. Kathryn Weiss		X
Ron Hastings		X			
Cindy Huerta	x		Amanda Moody		x

TOPIC	DISCUSSION	FURTHER ACTION
1. Minutes for Review	Review and approval of prior meeting minutes.	Pending approval. Will approve minutes when we meet quorum at next scheduled meeting.
2. Introduction of Dr. Scott Thayer	Dr. Thayer introduced himself as did the members of the committee. Dr. Thayer looks forward to working with the committee.	No action
3. Update on any pending or urgent items	<p>Joseph Nguyen let the committee know the 2017-2018 Student Handbooks have arrived. There is 7000 English copies and will be receiving 2000 Spanish copies hopefully by August 1, 2017.</p> <p>Dr. Thayer and April Dale Cater discussed at length our non-payment process, what students are dropped for and when the process is not and placed and a possible alternative.</p> <p>April Dale Carter stated she has seen a significant increase in fee waiver petitions due to the fact that student were dropping themselves from class but were also not dropped for non-payment of by the instructor; the student now does not want to pay fees for a class they did not attend.</p> <p>Dr. Thayer asked for number on how many students have not paid fees for Spring, Summer and Fall. He also asked, when we do have a drop for non-payment process in place, what is the dollar amount threshold?</p>	<p>Handbooks will be delivered to Cindy Huerta, Outreach coordinator to be given out at New Student Welsome Day. They will also be dissiminated to Student Life, Library and ASG evets such as Week of Welcome.</p> <p>April Dale Carter will email out numbers on non-payment students from spring and summer. Will bring fall numbers to firsrt meeting in Spetember.</p>

	<p>April explained that there is not a threshold, you can be dropped for five cents of five dollars. She does explain however the students who are not dropped for non-payment and who still have not paid are unable to then register, for spring that number was 900.</p> <p>April also asked the question regarding our registration dates. Crafton has moved up their fall dates, and wants to know if we will be doing the same.</p> <p>Ron Hastings. And Kay Weiss agree that we need to have better system in place, and agrees with the committee that we need to recommend this district.</p> <p>The committee then discussed marketing and retention on campus. Dr. Thayer asked if we do anything special to reach out to students who are enrolled in 9 – 11 units?</p> <p>Paul Bratulin stated We are not, however we can begin to work on that and track. Paul did mention that we do email campaigns, social media and on campus events to try and market the campus.</p> <p>Joseph Nguyen mentioned that we do use the welcome tables, computer labs and events to market to students and assist them with their registration process. He feels that marketing to a specific group like the students enrolled in 9-11 units is a great idea, they don't realize this but by registering in one 1-3 more units they get 25% more Pell grant.</p> <p>The committee then discussed some outreach evets that are coming up, like New Student Welcome Day. We also discussed the campus mascot, floating ideas of a competition for a new one.</p>	<p>The committee would like to work with district and district IT programming about possibly setting a dolloar amount threshold for non-payment drops.</p> <p>Dr. Thayer asked that research be done on what other colleges are doing in the area as far as early registration dates.</p> <p>Paul stated that they will develop a mailer to reach out to targeted groups and track the data.</p>
<p>4. Adjournment</p>	<p>2:30pm</p>	