

Enrollment Management Meeting

November 9, 2015

Minutes

Attendees: R. Bell, A. Cortez-Perez, S. Griffin, P. Humphreys, E. Martinez, J. Meadors, A. Osanyinpeju, M. Pascual, C. Aldrich

1. Last month the committee discussed ways to maintain and keep our counselors updated. There are serious issues on campus about communication and knowing what's happening on campus. Many things are on-line.
2. Heather Parnock uses brochures from different departments and she creates brochures for distribution. This is not done by the El Camino Compton Transfer Center.
3. Elizabeth Martinez gave an update: Students not able to register. We have a lot of barriers for our students. Most students don't buy paper schedules and they don't see important dates nor payment dates. She talked about things to do prior to registration. Make sure students are informed of dates of things coming up. Make sure all student workers and library staff come to registration meetings. Make sure everyone has same information. Will talk to Heather because she needs to be distributing info to every area. Alice Mitchell can bring over schedules given to students. There are a number of things we need to do so students don't miss dates.
4. Shateo Griffin has separate short term class schedule. Majority of students add classes before the 2nd 8-week classes. Students wait to drop can be posted on board in ASB.

5. Dates on many places but do we know if they see places.
6. A lot of effort trying to figure what else to do. ASB is a wonderful media to get the word out.
7. Right now we see negative influences on students.
8. These are the kind of discussions we have in registration meetings.
9. Next meeting December 14, 2015.

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