ENROLLMENT OPERATING COMMITTEE
Meeting of February 2, 2012
MINUTES

Gloria Carmona, Chair called the meeting to order at 9:05 am

Minutes of October 6, 2011 and November 3, 2011
The minutes for the October 6 and November 3 meetings were approved as presented.

320 First Period Report numbers
Gloria shared a handout reflecting FTES numbers for the 2012-13 year. As per Kathy Berry we are only projecting 200 FTES for Summer 2012.

Summer New Policies
Discussed the new Foster Youth priority registration group to begin with the Summer 2012 term. The group discussed who would identify these students and what documents could be used to verify status. It was indicated that the majority of Foster Youth are EOPS students so Jose Plascencia would help with verifying their Foster Youth status for this population. Jose would complete the form and then the student would drop it off at A & R. For other students not part of the EOPS program Tanya Dorsey might be able to assist with this process or refer them to A & R.

Gloria reminded the group about the new repeat policy changes going in to effect this summer 2012. As per the new policy students will only be allowed three enrollments in a class to include "W's." Gloria handed out the revised Counselor Review Form to be used for repeat petitions.

DSPS – Priority Registration privileges for note-takers
Norma Nava asked if it would be possible to give priority registration privileges to DSPS note-takers. She normally has about 20-25 students per term and she needs a carrot to attract. There was some discussion regarding this topic and the recommendation of the group was to possibly offer a stipend in lieu of priority registration privileges.

Drop for Non-Payment
Discussion regarding process, issues, data from daily reports, and the final outcome for the Spring 2012 semester. The consensus was that this process needs to be automated if not for summer for the Fall Semester.

DegreeWorks – How is it going?
We discussed the upcoming training on scribing. A & R will be participating in this training.

Overall Degree Works is working fine. Any issues are being referred to Jose and Lisa.

Updates
Academic Standing letters were sent out to all students on probation after the Fall 2011 semester. If after the Fall 2011 a student had completed their third semester of being on probation they received a letter letting them know they should have been dismissed but dismissals were only done in the Fall. Students were also informed if they did not improve their academic standing they would be dismissed for the Fall 2012 semester.

Discussed SB 1440 and the upcoming deadlines imposed by the CSU. We will work with the Transfer Center to make sure we are able to identify students who will be graduation with a AA-T or AS-T in the Spring.

Reminded the group of the upcoming March 14 deadline for grad applications for Spring and Summer 2012 for those students who want to participate in commencement.

Summer 2012
Handed out Priority Registration and Important Dates & Deadlines for Summer 2012.

Other Issues
Lisa Seals asked that we email her if we change residency for any students.

Some discussion regarding First Step and when students need to be identified for Priority Registration purposes. As per David Poor for Fall 2012 First Step students need to be identified by June 15 and for Spring 2013 it needs to be by October 15.

Meeting Adjourned @ 10:00 a.m.
Next meeting will be on March 1, 2012 @ 9:00 am