



Enrollment Management Committee
11:10am May 6, 2021
Board Conference Room

MINUTES

Present:

Chair Dr. Elizabeth Switaj
Jomi Capelle
Oyinade Ogunmokun
Jennifer Seru
Rigieta Lord
Sali Andrike
Amelia Timon
John Villafania

VPASA
Director, Admissions
Faculty Senate, LA Chair
Acting Dean of Academic Affairs
Dean, WAVES
Director, Financial Aid
Director, FABS
Staff Senate, Representative

The Enrollment Management Committee's first meeting for the month of May 2021 was called to order by the Chairperson/VPASA at approximately 11:16 a.m.

After the recitation of CMI's Mission, the committee reviewed the previous meeting minutes from April 15, 2021. After the minutes were reviewed and revised, a motion was made by the Director of Financial Aid, seconded by the Acting Dean of AA. The motion was successfully carried by the majority with 2 abstentions.

I. Review/Approval of the Previous Minutes

- A. After the recitation of CMI's Mission, the committee reviewed the previous meeting minutes from April 15, 2021. After the minutes were reviewed, a motion was made to approve the minutes by the Director of Financial Aid. The motion was seconded by the Acting Dean of AA, and it was successfully carried by the majority with 2 abstentions.

II. Accreditation Update

- A. The committee reviewed and discussed Assessment II.C.2.:
1. "The institution identifies and assesses learning support outcomes for its student population and provides appropriate student support services and programs to achieve those outcomes. The institution uses assessment data to continuously improve student support programs and services."
 - a) The committee discussed ways to improve the program reviews and the difference between "learning support" programs and "student support programs and services" and their outcomes.



- (1) The Chairperson suggested that EMC, and all the student support services, should discuss the program reviews and the assessment outcomes and ways to make suggestions towards improvement.

III. Enrollment Management Wapepe - Dean of WAVES

- A. The Dean of WAVES updated the committee on the expansion of the ABE program. It's now been expanded to Kili and Santo.

IV. Reports from the Subcommittees

- A. Admissions Board- VPASA
 1. Admission for the Summer Semester is over 200 students.
 - a) As a result, no late applications are being accepted.
- B. Calendar Catalog – Acting Dean of AA
 1. The subcommittee will meet on Monday, May 10, 2021.
- C. Placement – Director of Admissions
 1. As a result of their last meeting, the subcommittee has decided to give the revised test to students attending the summer semester.
 2. The Director also brought up the difficulty for student's to obtain their transcripts
- D. Internships, Apprenticeships, and Career Opportunities Task Force – Director of WAVES
 1. The document has already been sent to the Faculty Senate, however, no feedback has been received.
 2. The Dean of WAVES will resent the document and share via google.doc with the Faculty Senate.

V. Recognition of Prior Learning

- A. Draft Procedures
 1. After a final review, the Faculty Senate moved to approve the draft Recognition of Prior Learning Procedures, seconded by the Director of Admission. The motion was passed unanimously with one abstention.

DECISION

The Recognition of Prior Learning Procedures was approved, as presented.

B. Application for Recognition of Prior Learning Form

1. Having no modifications, the Director of Admission made a motion to approve the Application for Recognition of Prior Learning Form, seconded by the Acting Dean of Academic Affairs. The motion was successfully carried by the majority with one abstention.

DECISION

The Application for Recognition of Prior Learning Form was approved with no modifications.

**C. Recognition of Prior Learning Decision Appeal**

1. Having no corrections, the Acting Dean of Academic Affairs made a motion to approve the Recognition of Prior Learning Decision Appeal. The motion was seconded by the Director of Admissions, and was successfully passed by the majority with one abstention.

DECISION

The Recognition of Prior Learning Decision Appeal was approved, as presented.

D. Recognition of Prior Learning by External Certification

1. With no modifications, comments, or questions, the Acting Dean of Academic Affairs moved to approve the Recognition of Prior Learning by External Certification. The Director of Admission seconded the motion. The motion was passed by the majority with one abstention.

DECISION

With no corrections, the Recognition of Prior Learning by External Certification was approved, as presented.

VI. Survey of Entering Student Engagement

- A. The EMC precisely reviewed the SENSE 2020 executive summary.
- B. Suggestions were made by the members after identifying 2 of the results that needed urgent improvements.
 1. It was suggested by the members that advisors/students relationships needed to be strengthened.
 2. A student's advisor's role needs to be emphasized during the registration process.
- C. The Action: Acting Dean of Academic Affairs will share the SENSE 2020 results with the Faculty Senate and discuss possible solutions in addressing the results.

ADJOURNMENT

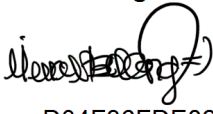
The Enrollment Management Committee's 1st meeting for the month of May was adjourned at 12:15 p.m.




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Secretariat Officer, EC

Concurred By:

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Dr. Elizabeth Switaj, VPASA
Chairperson, EMC

Approval Date:

May 20, 2021

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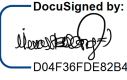
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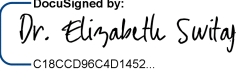
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