

Notes from the Enrollment Services Committee Meeting

Thursday, February 1st, 2007

8:30 am -11:00am

District Office **Executive Conference Room (one time only)**

The group approved minutes from December 8th meeting unanimously.

The group welcomed new member Sue Lorenzo who replaced Doria.

Due to the early departure of members, the group reordered the agenda list.

Eric provided the group an update using the customary ESC/ITS Priority List.

Item 1: CCC Transcript.

XAP is programming for it. Jessica Wagner has resigned from XAP. There is significant uneasy between the state Chancellor Office and XAP. This can potentially delay for 2 years. Eric reminded the group of the Feb. 8th meeting at SFSU on this topic.

Item 2: Web Catalog Data.

Eric mentioned the item is in production and no further action is required on the part of ITS. The outcome will be to allow students to review catalog data directly online within WebSmart. Eric commented that participation in this project varies (e.g., CSM's Learning Communities does participate). Jennifer Hughes will share this information with the VP's of Instruction at Ed. Services Council.

Item 3: Enhanced Waitlist Functions.

Eric updated the group that even though Bakersfield and Ventura have implemented Banner **baseline** waitlist, theirs cannot be deployed here due to the modifications we've made to our Banner, such as many layers of controlling drop/add, prerequisites, fee payments, etc. ITS could spend a significant amount of resources to rewrite their script to make it work for us or we wait till Banner 8 comes out next year. Priority was changed from Low to Medium.

Item 4: Early Alert.

Eric demonstrated how Early Alert would work and the group was impressed. Lori will update the Educational Services Council on this development. Eric requested a follow-up meeting with counselors and a few faculty.

Item 5: Program Probation Question.

This item was completed and off the list.

Item 6: AP Credit Question.

In need of follow-up work between Jennifer Hughes and Jing. Degree Audit Committee.

Item 7: Email Student Bills.

This item was completed and would be going live the next day. Eric demonstrated its capacity. The group was impressed. It is off the list.

The group asked Eric to add two more items. One item is collection of old debts. The other item was how to reflect transfer work on the transcript. Another transcript-related topic was GPA calculation. Should the transcript reflect overall GPA or just degree applicable GPA (or both)?

Discussion Items

Status of the GPA calculation (Melissa)

Dean Melissa Raby provided the committee an update on computation of GPAs and mentioned it is directly related to Degree Audit. Question came up: how to implement it retroactively for students? The group suggested implement it going forward before going retro. The group also discussed the issue of excluding remedial credits. Further discussion offline is needed.

Title 5 and R&R research on course repetition (Sherri, Arlene, Ruth)

The group decided that the 3rd repeat should be excluded. **Sherri will create chart for visual and Ruth will work on testing a select dozen.**

Medical withdrawals (Sherri)

Item was deleted.

Student email address usage by Business Office for notice of unpaid fees (V. Nunes)

Eric will utilize email to remind students of new fees. Left unresolved: how to deal with overdues. Should SARS call be one approach?

CCCApply update (changes and Spanish app) (Sherri)

Melissa will evaluate Spanish version. Sherri brought the group attention to 3 new goals added to Educational Goals section.

CCCTran and EDI (Sherri)

Eric mentioned EDI would be Plan B of this endeavor.

Web transcript update/review (Sherri)

Info item. Wording has changed to facilitate transcript request. Eric will find out how many students use web request.

Update on Clearinghouse (Sherri)

Info item. Sherri attended the recent meeting. She signed up for Tracker. It's \$400/yr. She will email colleges to find out interest.

ARCC Reporting Issues (Jing)

Info item. Researchers who are also the ARCC local contacts. They are writing their 500 words self assessment. Jing will coordinate the efforts as the district contact.

NEXT MEETING: Thur, March 1st. Sequoia Room.