

Respondent



8

Debra Polak



00:15
Time to complete



1. Committee Name: *

Enrollment Management

2. Committee Chair: *

Debra Polak, Vice President of Academic Affairs

3. Background and Purpose: *

Reference

*text: https://www.mendocino.edu/sites/default/files/committee_handbook_2012_archived_0.pdf
(https://www.mendocino.edu/sites/default/files/committee_handbook_2012_archived_0.pdf)*

Background and Description: Committee responds to State directives on schedule prioritization and discusses general scheduling priorities in light of legislation, budgets, etc. The goal of the Mendocino College Enrollment Management Committee is to optimize course enrollments and Student Centered Funding Formula metrics related to enrollment. The committee coordinates and integrates scheduling and other efforts across the district to best meet student needs, eliminating barriers across all student populations. The committee works to maintain robust enrollments that represent the diversity of our community. Purpose: Develop guidelines for schedule development in Ukiah, the Lake, North County and Coast Centers, and Online Use the framework of Guided Pathways and the Student Centered Funding Formula for schedule development Apply an equity lens and consider the Chancellor’s Office Call to Action in schedule development and enrollment management Provides a forum for faculty, administrators and staff to collaborate around scheduling decisions based on internal and external influences. Research impacts of scheduling choices.

4. Typical Actions/Decisions: *

Reference

text: https://www.mendocino.edu/sites/default/files/committee_handbook_2012_archived_0.pdf
(https://www.mendocino.edu/sites/default/files/committee_handbook_2012_archived_0.pdf)

Recommends scheduling priorities and other enrollment strategies.

Meeting Schedule

Indicate meeting day(s), time and frequency

5. Frequency of Meetings *

Weekly

Bi-Weekly

Monthly

As Needed

Other

6. Day of the Week: *

Monday

Tuesday

Wednesday

Thursday

Friday

7. Time of day: *

11:00 am

Committee Composition

8. Please indicate which groups are represented in your committee and the numbers of members for each group (select 0 if you do not have representation of a specific group in your committee)

	0	1	2	3	4	5	6
Faculty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Administrator	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Classified	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Part-Time Faculty	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manager	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

9. Average Term lengths of Committee Members: *

Select all that apply

- 1 year
- 2 years
- 3 years
- 4 years
- Nature of Position
- Other

10. Members Chosen by: *

Select all that apply

- Constituent Appointment

Position in Constituent Group

Employment Position

Resource Member

Other

11. Experience Required for Membership: *

None


Other

Academic Year Membership

Please go to this site: <https://www.mendocino.edu/college/institutional-research/committee-goals-and-descriptions> (<https://www.mendocino.edu/college/institutional-research/committee-goals-and-descriptions>), click on the yellow link "**Committee Membership**", download the file and input member names. Then upload the file to this section.

12. Committee Membership 2022

***Upload Membership Template - After this, you will be prompted to submit your form.
Please check the box "Send me an email of my responses" for your records.***

 enrollment management committee_membership_202_Debra Polak.xlsx (<https://...>)