Enrollment Management Committee

Purpose

To interpret enrollment trends, patterns and projections, student achievement/success data, basic skills student achievement data, and to inform all institutional divisions and units in meeting CR's enrollment goals within a framework of collaboration, sustainable growth and community alignment. The Enrollment Management Committee (EMC) also formulates enrollment goals consistent with the College's mission and program review data, develops FTES budget projections, implements, monitors, and periodically revises the process of student enrollment and retention.

Committee History

Basic Skills Committee became a subcommittee of Enrollment Management in Fall 2013.

Typical Tasks

The EMC is one of the integrated planning functional committees. Informed by program review, institutional data, key performance indicators, and input from its members, the EMC monitors enrollment and student achievement/success data, basic skills student achievement data, discusses their implications, and makes recommendations to appropriate bodies within the integrated planning structure to achieve optimal enrollments.

Among the EMC's responsibilities are 1) designing and conducting a collaborative enrollment management planning process, 2) discussing student achievement and success data, 3) linking enrollment targets with budget projections, 4) recommending scheduling, instructional and student support strategies to enhance student access, success, retention, persistence, and goal attainment.

The EMC works closely with integrated planning committees as it designs and conducts these processes:

1. Develop a holistic, comprehensive, and integrated approach to enrollment management (data analysis, curriculum and program mix, retention and persistence, advising and recruitment, marketing/promotion, budget, and technology);
2. Recommend scheduling strategies, instructional, and student support plans to enhance student access, success, retention, persistence, and goal attainment;
3. Analyze enrollment trends, patterns, projections, and growth as well as basic skills student achievement data;
4. Provide recommendations and information to divisions and units on the implementation of enrollment targets and emergent enrollment management issues;
5. Process and act on student equity, success, retention, and goal attainment data received from the BSC, SEP, and PRC and submit budget to the BPC;
6. Recommend enrollment targets when necessary; and
7. Provide leadership for the development of the enrollment management plan.

Committee Membership Terms of Service

The EMC includes a cross sectional representation of employee groups as well as student representatives (if identified). The Committee is led by two Co-Chairs—Vice President of Student Services and a faculty member. Members are expected to serve a 2-3 year term to provide consistency among the membership.