

**ENROLLMENT MANAGEMENT TASK FORCE  
MINUTES  
THURSDAY, MARCH 30, 2012  
1:00 P.M., BOARD ROOM**

**Attendees:**

Bruce Seivertson	Trini Arguelles	Kathy Berry	Carol Lee
Terry Norris	Eric Lehtonen	Angie Ruiz	Rick Castrapel
Lorraine Mazeroll	Daniel Gilison	Krista Byrd	Tina Aguirre
Suzanne Gretz	Ed Wells	Ted Ceasar	Janeen Kalin
Beatriz Avila	Mary Lofgren	Matthew Thale	Brian McNeece
Gaylla Finnell	Efrain Silva	David Drury	Frances Beope

**Recorder:**

Linda Amidon

**Call to Order**

Vice President for Academic Services Kathy Berry called the meeting to order at 1:05 p.m.

**Discussion Topics**

- The committee separated into groups by instructional divisions with Student Services faculty joining the groups, and received the packet of meeting materials:
  - scenarios by division
  - FTES by department
  - Table of 2011-2012 schedule statistics
  - Waitlist data with additional information provided by Student Services
  - Student attempts at registration
- It was noted that advisor data was needed for consideration by the committee
- It was noted that the Enrollment Task Force recommendations from last year for fall 2011 FTES was 3,250 FTES (actual FTES was 3,269 with the current divisions)

**Adjournment**

The meeting was adjourned at 3:00 p.m.