



SANTA ANA COLLEGE
Enrollment Management Committee
Tuesday, October 21, 2025, 3:30pm – 5:00pm
[Zoom](https://zoom.us)

Attendance - Dr. Matthew Morin, William Nguyen, Lorena Chavez, Kristen Robinson, Mark DeAsis, Lorena Valencia, Dr. Daniel Martinez, Dr. Vaniethia Hubbard, Dr. James Kennedy, Huong Banh, Andrew Gonis, Jennifer Valencia, Dr. Annabelle Nery, Michelle Kimmel, Jay Nguyen, Ashley Alcantar, Dr. Grey Toya, Claire Coyne, Dr. Maria DeLa Cruz, Melissa De La Cruz, Marvin Gabut, Alan Casas, Anthony Pagan, Michelle Macintyre, Andrea Picchi.

Minutes

1. Welcome

Meeting called to order by William Nguyen. Confirmed quorum.

2. Introductions & Membership Review

Committee structure remains consistent with prior year. Updated names submitted by Academic Senate and CSEA.

Discussion Highlights:

- Questions regarding correct faculty titles and Student Services representation.
- Dr. Hubbard emphasized the need to confirm accurate representation and review listed areas of oversight. She added that titles be reflected accurately.
- William stated Senate provided names and EMC honors constituent appointments.
- Claire (Senate President) confirmed all faculty were solicited for committee service campus-wide.

3. Approval of 9/16/25 Minutes

Motion: Matthew Morin

Second: Mark DeAsis

Abstain: Daniel Martinez. Wasn't in attendance.

Result: Approved

4. EMC Goals for AY 2025–2026

Seven key goal areas reviewed, including establishing EMC annual timeline, supplemental & success metrics, FTES process improvements, retention, and clarifying EMC's role.

Discussion Highlights:

- Dr. Hubbard asked to cross-check with summer retreat outcomes.
- Matthew confirmed alignment with summer planning; noted governance clarification

Santa Ana College Mission Statement

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

elements added.

Motion: Maria De La Cruz

Second: Dr. Greg Toya

Result: Approved

5. Supplemental Metrics Workgroup

Led by Lorena Valencia. Focus on Pell, CCPG, AB540 outreach, and participation growth.

- Dr. Martinez will support MIS/data compliance insights.
- Faculty and student involvement encouraged to support strategic outreach and equity efforts.
- Interested members are Ashley Alcantar, Jay Nguyen, Dr. Daniel Martinez, Lorena Valencia, Dr. Greg Toya, Mark DeAsis, and Dr. Maria Dela Cruz.

6. Success Metrics Workgroup

Led by Mark DeAsis. Focus on degree/certificate completion, ADTs, CTE pathways, and equity bump metrics.

- Committee will identify faculty to support work through Senate coordination.
- Additional participation encouraged post-meeting.
- Interested members are Ashley Alcantar, Jay Nguyen, Dr. Daniel Martinez, Lorena Valencia, Dr. Greg Toya, Mark DeAsis, and Dr. Maria Dela Cruz.

7. FTES Workgroup

Led by Matthew Morin with support from Lorena Chavez and Dr. Martinez.

Focus:

- Develop structured FTES target-setting model by division/department.
- Integrate scheduling and forecasting earlier in planning cycle.
- Align credit and non-credit strategies.

William advised narrowing initial scope for focus and impact.

8. FTES Target Discussion

Matthew shared 5-year trend chart; summer and intersession consistently exceed targets, fall/spring trend slightly below targets.

- New planning model using chair input and section planning.
- Mark asked about recalc inclusion; clarification given.
- Lorena noted importance of collaboration with non-credit programs for enrollment impact.

Launch Supplemental Workgroup	Lorena / Mark	Before next EMC
Launch Success Workgroup	Mark	Before next EMC
Launch FTES Workgroup	Matthew / Lorena	Fall term
Attach FTES data sheet to minutes	Chair support	With minutes

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EMC Meetings will be held on the third Tuesday from 3:30-5:00pm each month unless otherwise noted

Fall 2025: September 16, 2025, | October 21, 2025, | November 18, 2025

Spring 2026: February 17, 2026, | March 17, 2026, | April 21, 2026, | May 19, 2026

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