



## Office of Planning, Research, and Institutional Effectiveness (PRIE)

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## Enrollment Management

## Strategic Enrollment Management Plan as of 2025

During the 2024-25 academic year, the [Instructional Planning Council \(IPC\)](#) considered the progress made on 35 Strategic Enrollment Management Plan initiatives. At the conclusion of this process, VPI Hsieh and VPSS Bricker [recommended to the Planning and Budgeting Council](#) that the college extend the life of the current Strategic Enrollment Management Plan for at least two more years, to complete the existing initiatives and to align this plan with the college's education master planning cycle. PBC approved this extension on May 7, 2025.

Cañada College Strategic Enrollment Management Plan 2023-25 extended to 2028

## Strategic Enrollment Management Plan 2023-25

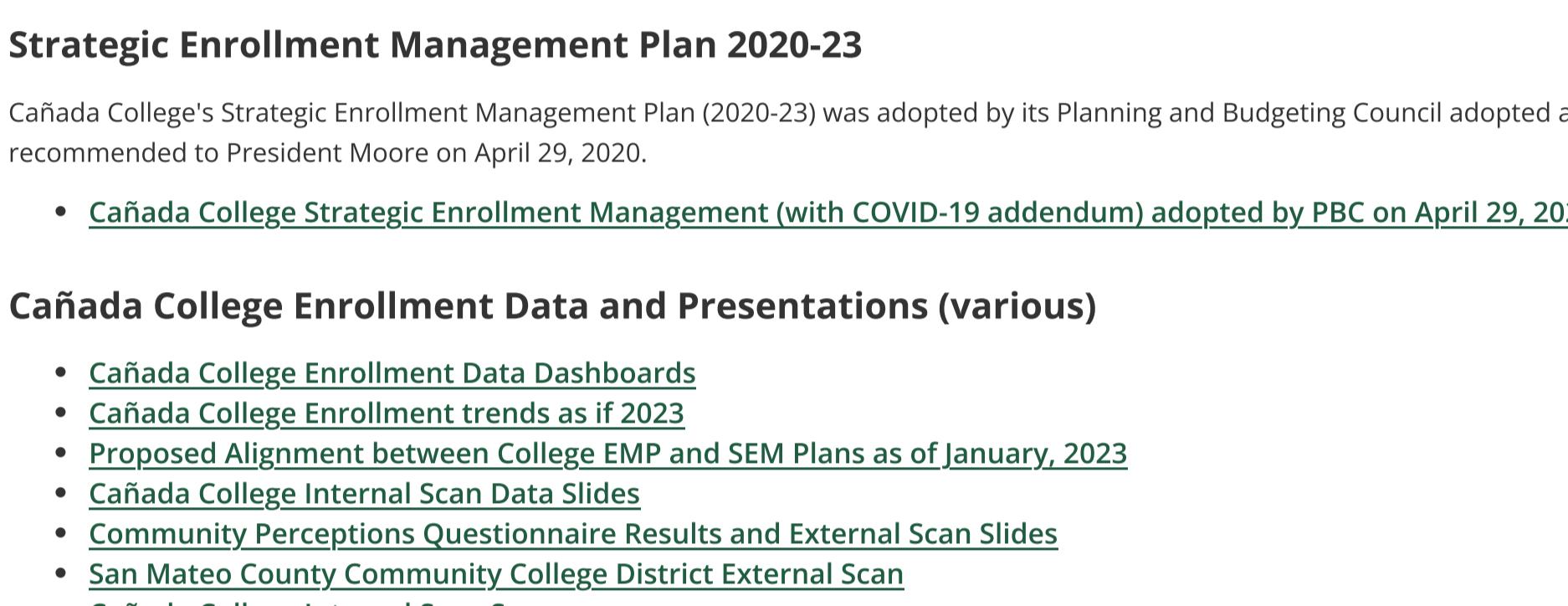
In light of the comprehensive participatory governance process the College completed in 2021-2022 via the [Educational Master Planning \(EMP\) process](#), as well as the end date of the existing college [Strategic Enrollment Management \(SEM\) Plan](#) approaching in spring 2023, a subcommittee of the College Cabinet endeavored to align the new College EMP and to operationalize and update the existing SEM plan to provide clear strategies and tactics for enrollment management for the next two years (2023-25).

On May 17, 2023, the College Planning & Budgeting Council adopted an [updated Strategic Enrollment Management Plan for 2023-25](#). This Plan updates the previous plan as a result of the participatory process described below.

The membership of this Cabinet subcommittee included the following:

Interim Vice President of Instruction (co-chair)	Chialin Hsieh
Vice President of Student Services (co-chair)	Manuel Pérez
All Instructional Deans	James Carranza, Hyla Lacefield, David Reed, Kathleen Sullivan-Torrez, Ameer Thompson
All Student Services Deans	Wissem Bennani, Max Hartman
PRIE Office	Karen Engel

Throughout the spring 2023 semester, the Interim VPI and VPSS and members of the subcommittee are reporting on this project and soliciting feedback and input from the Instructional Planning Council and Student Services Planning Council as follows:



## Strategic Enrollment Management Plan 2020-23

Cañada College's Strategic Enrollment Management Plan (2020-23) was adopted by its Planning and Budgeting Council adopted and recommended to President Moore on April 29, 2020.

- [Cañada College Strategic Enrollment Management \(with COVID-19 addendum\) adopted by PBC on April 29, 2020](#)

## Cañada College Enrollment Data and Presentations (various)

- [Cañada College Enrollment Data Dashboards](#)
- [Cañada College Enrollment trends as of 2023](#)
- [Proposed Alignment between College EMP and SEM Plans as of January, 2023](#)
- [Cañada College Internal Scan Data Slides](#)
- [Community Perceptions Questionnaire Results and External Scan Slides](#)
- [San Mateo County Community College District External Scan](#)
- [Cañada College Internal Scan Summary](#)
- [Cañada College Internal Scan Data Slides](#)
- [Community Perceptions Questionnaire Results and External Scan Slides](#)
- [San Mateo County Community College District External Scan](#)
- [College and District High School Take Rate information](#)

## Strategic Enrollment Management Planning Process (2018-20)

Cañada College's current Strategic Enrollment Management Plan was developed by a Strategic Enrollment Management Committee (members listed below) which was appointed by the Planning and Budgeting Council (PBC) and which met regularly from fall 2018 to early spring 2020. The meeting agendas, materials, data, and minutes of the Committee's work can be found below.

Meeting Date	Topic/Agendas	Minutes
February 26, 2020	SEM Draft Plan Review and Recommendations to PBC Finalized <a href="#">Agenda</a> <a href="#">Meeting Slides (edited during the discussion)</a>	
February 12, 2020	SEM Retreat De-Brief, Guiding Principles and Draft Strategy Refinement <a href="#">Agenda</a> <a href="#">Meetings Slides with Notes</a>	Minutes
January 31, 2020	SEM Planning Retreat <a href="#">Agenda</a> <a href="#">Meeting Slides with Notes</a>	Minutes
SEM RETREAT		
December 4, 2019	Topic: Online Instruction and SEM <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
November 20, 2019	Topic: KAD and Aligning Outreach <a href="#">Agenda</a> <a href="#">Presentation Slides KAD</a> <a href="#">Presentation Slides Outreach</a>	Minutes
October 30, 2019	Topic: Setting SEM Goals and Optimizing the Course Schedule for Student Success (part 1) <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
October 23, 2019	Topic: Early College and First Year Experience <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
September 25, 2019	Topic: ESL and ACCEL (Adult Education Students) as well as services offered at Menlo Park <a href="#">Agenda</a> <a href="#">ESL Presentation</a> <a href="#">Menlo Park Presentation</a>	Minutes
August 28, 2019	Topic: Understanding Trends in FTEs <a href="#">Agenda</a> <a href="#">Presentation Slides</a> <a href="#">Schedule of Meetings Fall 2019</a>	Minutes
August 7, 2019	Topic: Setting a course for SEM planning in fall 2019 <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
May 8, 2019	Topic: Synthesizing the results of our Spring 2019 planning process and planning next steps <a href="#">Agenda and Presentation Slides</a>	<a href="#">Presentation to PBC</a>
May 1, 2019	ADDED 2-hour MEETING on Topics: STEM Center and Kinesiology, Athletics and Dance (KAD) <a href="#">Agenda</a> <a href="#">Presentation Slides for KAD</a> <a href="#">Presentation Slides for The STEM Center</a>	Minutes
April 24, 2019	Topic: International Students <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
April 10, 2019	Topic: Strong Workforce Plan <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
March 27, 2019	Topic: Guided Pathways – key strategies emerging from inquiry phase <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	
March 13, 2019	Topic: Distance Education <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
February 27, 2019	Topic: Markets, Demand, and the Competition: Understanding Cañada in our regional context in terms of demand for our programs and services <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
February 6, 2019	Topic: Early College/Dual Enrollment <a href="#">Agenda</a> <a href="#">Presentation Slides</a>	Minutes
January 23, 2019	Topic: College for Working Adults <a href="#">Agenda</a> <a href="#">Spring 2019 Meeting Topics</a> <a href="#">College for Working Adults Slides</a>	Minutes
December 12, 2018	<a href="#">Agenda</a> <a href="#">Slides</a>	Minutes
November 28, 2018	Agenda	Minutes (revised draft plan)
November 7, 2018	Agenda and slides	Minutes

## Goals of the 2018-20 Enrollment Management Committee

**Establish Comprehensive Enrollment Goals** – number, types of students, various modes of instructional delivery are needed to accomplish mission. Enrollment forecasting to determine campus wide needs for programs and course selection. Formal process to strengthen high school connections and collaborations in order to enhance dual enrollment, concurrent enrollment with an enhanced opportunity to predict, articulate and process these students' needs. Better serve international student needs with continued outreach to enhance their student/college experience.

**Promote Institutional Success** – access, transition, persistence, employment reporting, graduation and completion metrics through effective data driven strategic and financial planning. Develop new program curriculum for regional/local and student needs. Promotion of students' voices and transferability of successful programs to other areas. Greater development of alumni and network. Greater incorporation of student activities and transferability of successful programs to other areas. Greater and more variable student life activities in order to strengthen college connectedness.

**Strengthen Internal and External Communications** – strategic marketing, business and community outreach, community outreach, enrollment, high school/adult school/early college establish, promotion of programs and services offered in order to drive opportunities. Greater incorporation of advisory boards, views as a part of the campus decision making processes.

**Increase Campus Collaboration** – among programs to accomplish mission, helping faculty, staff and administration incorporating business process analysis into institutional plans. Partnerships with instructional and student services collaborations that are participation and process analysis in order to incorporate greater and varied voices. Leveraging technology to increase participation and process analysis in order to incorporate greater and varied voices.

## Enrollment Management Plans

[Cañada College Strategic Enrollment Management \(with COVID-19 addendum\) adopted by PBC on April 29, 2020](#)

[Cañada College Strategic Enrollment Management Plan \(update approved by PBC 11.07.2018\)](#)

[Cañada College Strategic Enrollment Plan \(approved by PBC 03.26.2014\)](#)

## Enrollment Management Committee Members

(approved by PBC 10.17.2018)

- Academic Senate President

- Classified Senate President

- Students: 1 from STEM, 1 from CE, and DE Coordinator/Humanities

- Faculty: 1 from STEM, 1 from CE, and DE Coordinator/Humanities

- Promise Scholars Program Coordinator
- VPI
- VPSS
- All Instructional Deans
- Dean of Counseling
- Counseling Faculty Member
- Registrar
- Assessment & Placement Office
- Marketing & Outreach
- PRIE Office

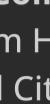
#### Strategic Enrollment Management (SEM) Resources

- [IEPI Strategic Enrollment Management Toolkit](#)
- [Crosswalk for aligning Guided Pathways and Strategic Enrollment Management](#)
- [Primer on high impact practices](#)

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