

CAÑADA COLLEGE

# Dean of Enrollment Services & Support Programs

New Management Hiring  
Position Justification

Planning & Budgeting Council  
December 2, 2021



# Congratulations!

**...you've invested in expanding our Strategic Enrollment story**



Policy, Procedures & Mandated Legislation



Expanded support for Enrollment Services  
Leadership & Strategy



Sustainable and Data-driven  
interventions & resources



SAN MATEO COUNTY  
COMMUNITY  
COLLEGE DISTRICT



### ***College of San Mateo***

VP of Student Services

Dean of Counseling

Dean of Enrollment Services

### ***Skyline College***

VP of Student Services

Dean of Counseling

Dean of Enrollment Services

Dean of Student Equity & Support

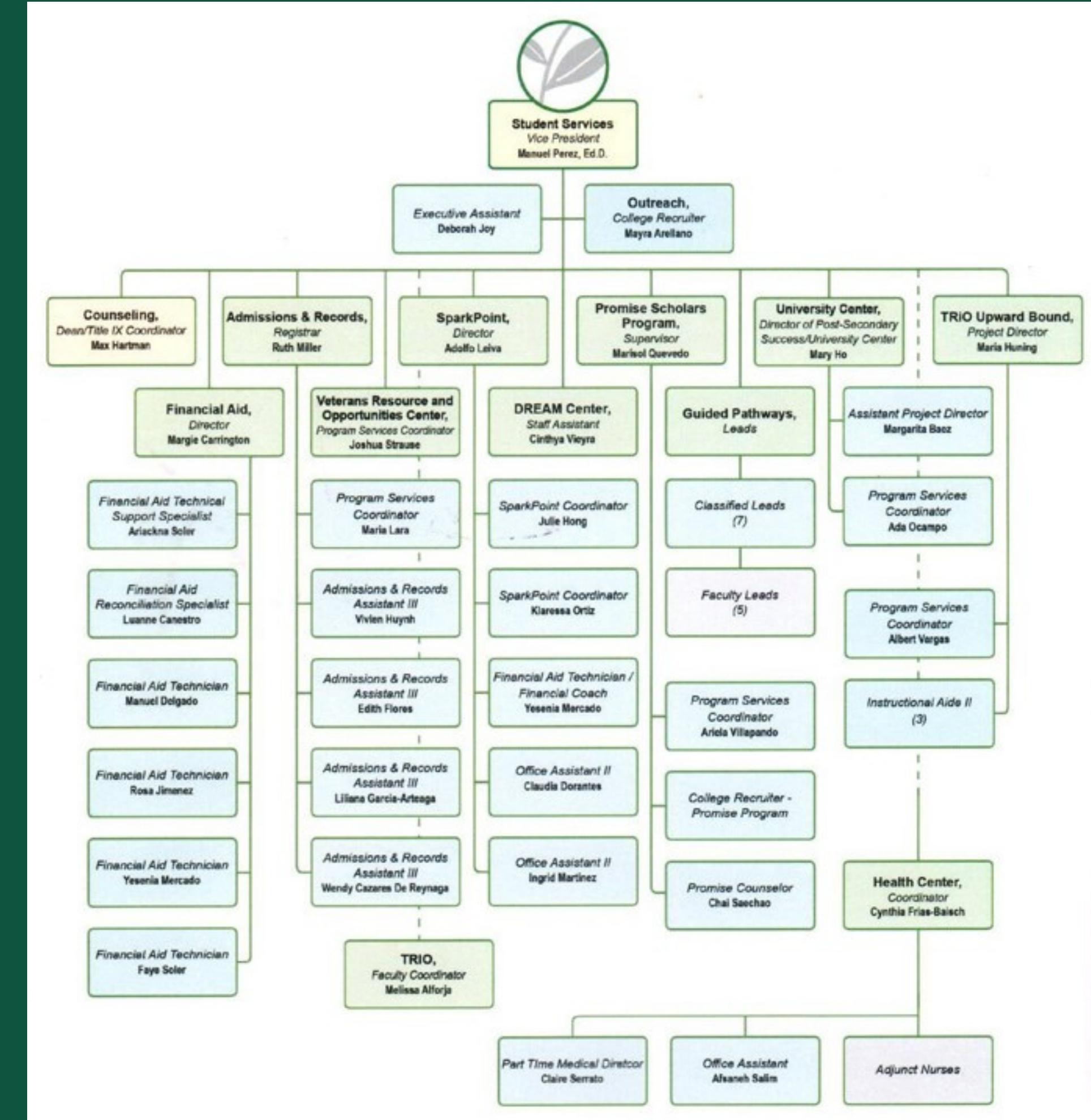
### ***Cañada College***

VP of Student Services

Dean of Counseling

Interim Dean of Enrollment Services

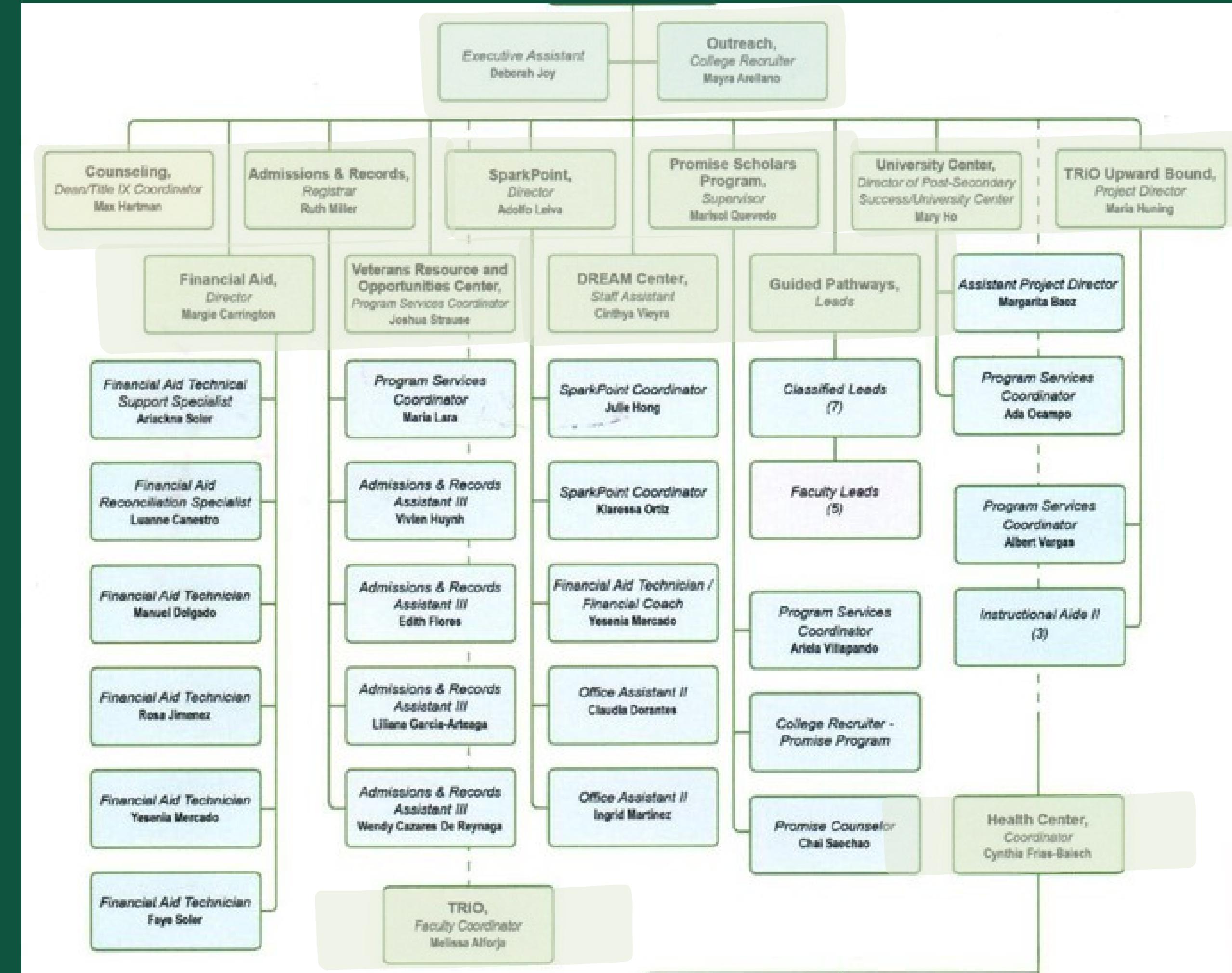
# 2019 Student Services



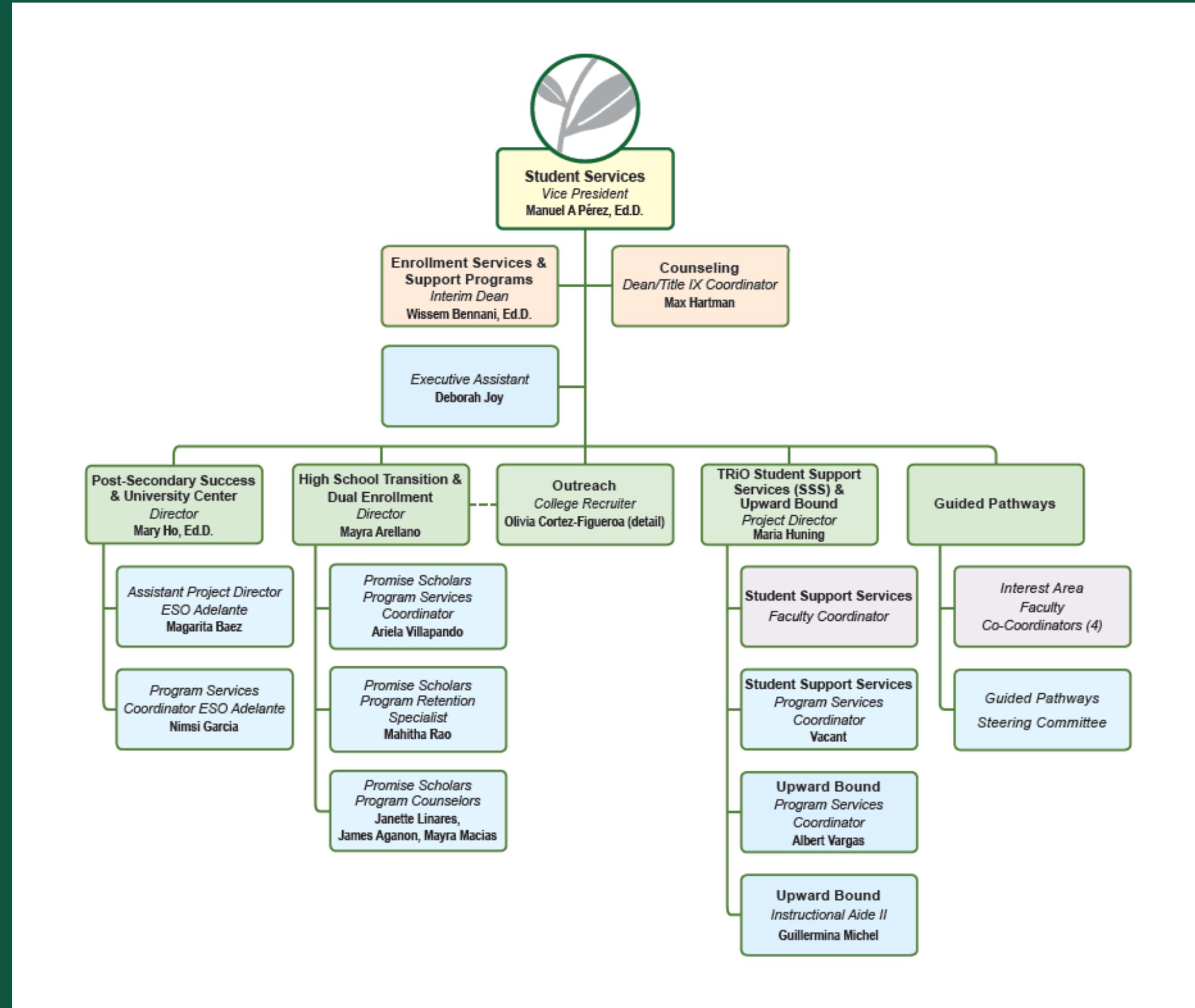
# 2019 Student Services

14 Direct Reports  
(Programs/Services)

7 Programs  
and Services  
(w/in Counseling)

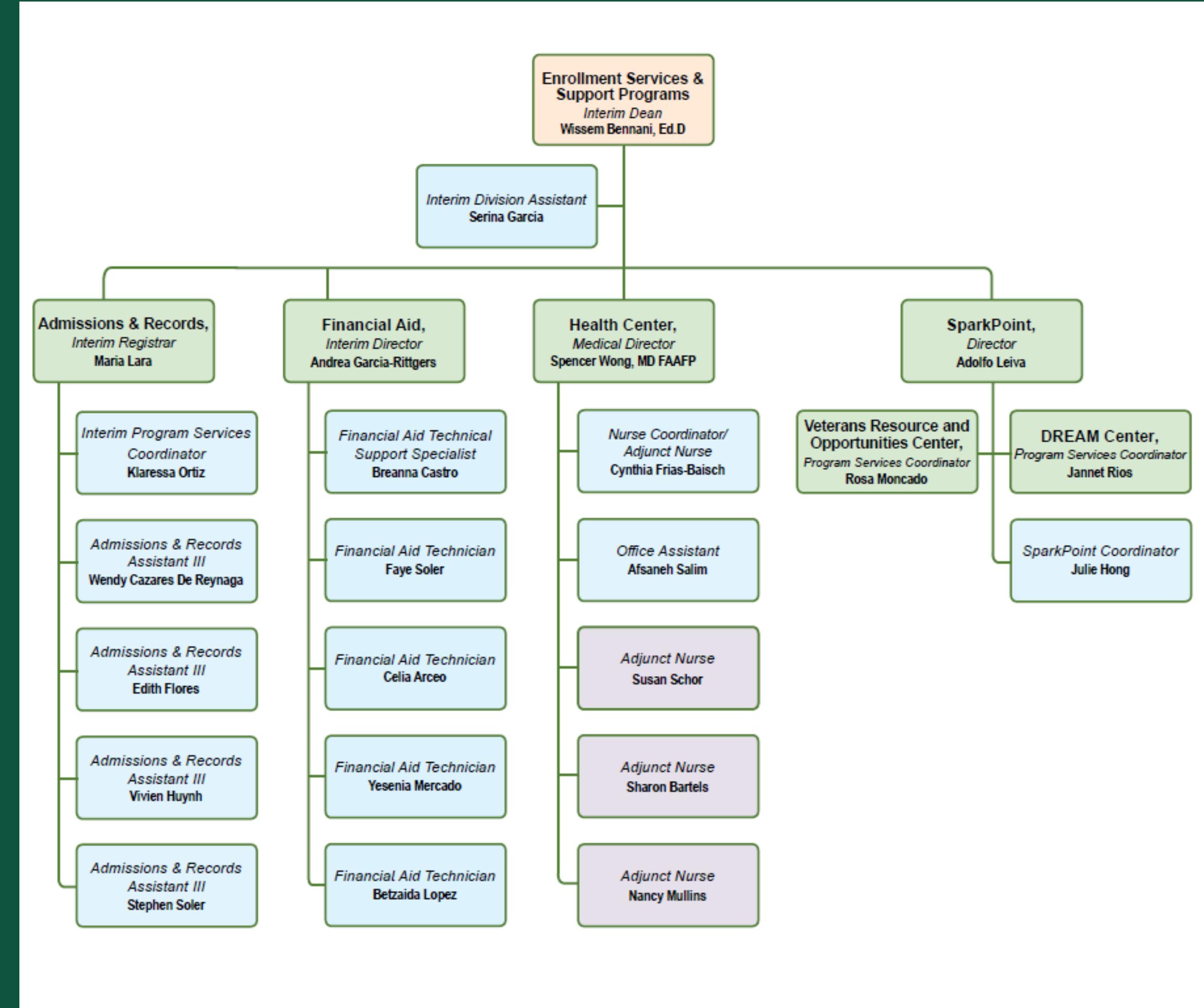


# 2021 Student Services



# Enrollment Services & Support Programs

## Student Services



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# **Policy & Procedure Updates**

**Led, facilitated, or motivated  
by Dean of Enrollment Services & Support Programs**

**2019 - Present**

# Alignment for Enrollment Services

## STATE

- Statewide Strategic Planning w/CCCCO
- Districtwide Alignment & Strategic Planning (Promise, Dual Enr, Zero-Cost Texts)
- State Call to Action Plans & Recovery w/Equity (Equity & Antiracism Efforts)

## DISTRICT

- Districtwide BOT Initiatives for Promise Scholars, Dual Enr, Zero-Cost Textbooks
- SMCCD Enrollment Services Committee - Shared student support alignment
- Addressing District Policy Updates for Antiracism & Equity in Enrollment Process

## COLLEGE

- All students: apply, register, degree/cert, transfer, FinAid, etc.
- Strategic Enrollment Management & College Annual Plan
- Cultivate College Redesign & Guided Pathways

# Policy & Procedure Updates

**Led, facilitated, or motivated  
by Dean of Enrollment Services & Support Programs**

2019 - Present

ADA/504 Compliance Officer

CSAC + CCCCCO Title IX Updates & FA Compliance (in review)

COVID Excused Withdrawal Process & SMCCCD Alignment

CA Family Planning, Access, Care Treatment (Family PACT) & CLIA Licensing

Digital Diploma Parchment Services Upgrade

Health Center ADA & County Compliance with Facilities

Nonresident Fee Waiver Policy - Active Proposal (in review)

State Mandated Legislation Updates (Dreamer Liaisons, Basic Needs, etc.)

Student Death Protocol

SWOT Analysis - Enrollment Practices

Title IV Program Oversight Support & Compliance

# Policy & Procedure Updates

Led, facilitated, or motivated  
by Dean of Enrollment Services & Support Programs

2019 - Present

## Student Death Protocol

SMCCCD  
Alignment

Stakeholder  
feedback

Communication:  
family  
instructors  
Deans  
Counseling  
Other Students

Banner  
& CRM  
integration

Fees  
Fin Aid  
Transcript  
Degree Prog

ESC  
Workgroup  
College Councils  
ESC  
VP Council  
Chancellor's Cabinet

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# **Staffing Updates**

**Chaired or Supported by  
Dean of Enrollment Services & Support Programs**

**2019 - Present**

# Staffing Updates

## Enrollment Services & Support Programs

2019 - Present

Admissions & Records PSC (1 Interim)

Dream Resource Center PSC (1 Temp, 1 FT, Active Search)

Financial Aid Consultant (2 cycles)

Financial Aid Director (2 Interims, 1 FT)

Medical Director (1 FT)

Registrar (Interim, 1 FT)

VROC PSC (1 FT, 1 Interim, 1 FT)

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# Facilities & Space Updates

Led, facilitated, or motivated  
by **Dean of Enrollment Services & Support Programs**

2019 - Present

Join us for updated  
tours of new spaces  
during Flex Day  
January 2022.

Admissions & Records Counter Upgrade (in progress)

Dream Center Relocation & Expansion

Financial Aid Office Remodel

Health Center Floor & Patient-room Upgrades (in progress)

VROC Relocation & Expansion



THANK YOU FOR INVESTING  
IN CANADA'S STRATEGIC ENROLLMENT STORY

