



**Registration Committee**  
*Minutes*

**Date:** February 28, 2008

**Starting Time:** 3 p.m.

**Ending Time:** 4 p.m.

**Place:** SU-203

**CHAIR:** Herman Lee

**VOTING MEMBERS PRESENT:** Ralph Baker, Theo Brockett, Mea Daum, Lynda Halttunen, Jamie Moss, Eduardo Peixoto, Karen White

**VOTING MEMBERS ABSENT:** Jose Fernandez, Kara Garavito, Diane McAllister, Robert Rettenmaier, ASG Rep, Don Sullins

**RECORDER:** Ellie Masiello

**NON-VOTING MEMBERS:** Monica Colon, Sue Doran, Rick Gommel

Order of Agenda Items	Desired Outcome	Resources Used
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A. **ORDER OF BUSINESS** – MINUTES, SEPTEMBER 6,, 2007    APPROVED    MSC: LH/RB

B. **NEW BUSINESS**

1. Spring 2008 Enrollment Report, Past, Present & Future. Herman Lee gave a report of spring 2008 enrollment figures. He reported:

Census credit enrollment of 25,590, an increase of 6.4% over last spring

Census total enrollment of 28,174, an increase of 5.4% over last spring.

Admissions is experiencing a backlog in noncredit applications that need to be processed and Ralph Baker explained that Jamie Moss will have the staff at the Escondido Center assist in processing these applications, Once the applications are processed, we could see a record enrollment. Lee reported that this is very unusual to have increases in spring but other colleges in our region have like increases in enrollment. The increased enrollment may be attributed to the economy and the increase in tuition rates at the UC and CSU schools. Enrollment is expected to increase next year for the following reasons:

- Economy
- Increased tuition at the UC and CSU schools
- Transfer students may be staying longer at the community college level
- Students may protest the higher tuition by attending private schools

Herman Lee reported that the registration system will be upgraded to PeopleSoft Office Solutions version 9.0 in time for fall registration with a rollout target date of the first week of June. The Early Acceptance Program registration will take place on June 7, 14 and 21 and these students will be the test group for the new system. Lee stated that extra staff will be on hand to guide students through the registration process. Herman Lee and Lynda Halttunen are working together to fund the extra hours for staff that are willing to participate on these registration days. There is a short time frame between training and the EAP registration. Rick Gommel and Sue Doran will work on training materials. Sue Doran presented a handout with screenshots of the look of the admin side of the new Version 9.0 In early March we will have the student database on-site and at that time, we will be able to work on training staff and conducting workload tests.

2. Registration Timetable, Summer/Fall 2008 Review APPROVED MSC: LH/MD
  
3. Herman Lee stated that Mira Costa College will be going live with version 9.0 in March and he will keep tabs on their progress. Version 9.0 will include a shopping cart for students to “buy” their classes for registration. This feature may take some getting used to for students who are familiar with the old system.  
Lynda Halttunen asked when we could expect online applications that do not require a SSN. Halttunen fears we may be open to discrimination lawsuits for requiring an SSN. Rick Gommel explained that financial aid students and Veteran students are required to provide an SSN in order to obtain benefits. The problem with not requiring a unique identifier (SSN) for online applicants is the database gets filled with duplicate records and we must have a way to insure that grades are issued to the students who earn them. CCC Apply is used by many schools, including Mira Costa College but CCC Apply also requires an SSN. The drawback with CCC Apply is that it is very difficult to make changes to the application. The Consortium meets once per year to approve changes and we would only have one page that we could customize.

The meeting was adjourned at 3:50 p.m.