

## CCC Strategic Planning for Enrollment Management Project Timeline – Final Draft

<b>Task</b>	<b>Lead/Support</b>	<b>Date</b>	<b>Status</b>
Present SEM proposal to the Executive Team	Diane, Bill Z., and Shelly P.	December 4, 2007	Completed
Share SEM proposal with Presidents Council and Joint Deans	Diane, Bill Z. and Shelly P.	December 11, 2007	Completed
Finalize project scope and consulting agreements with AACRAO and Willis & Green Associates	Diane, Exec. Team	January 11, 2008	In Progress
Establish project timeline	Diane, Bill Z. and Shelly P.	January 11, 2008	Completed
Determine SEM committee membership	Diane, Bill Z., and Shelly P., Expanded Presidents Council, Joint Deans	January 18 – April 3	In progress
Share SEM project plan and timeline with Exec. Team, Expanded Presidents Council and College Council	Diane, Bill Z. and Shelly P.	January 18, 2008	
Pre-visit materials delivered for first AACRAO visit	Diane and Shelly P.	January 22, 2008	
Pre-visit phone conference with AACRAO consultants	Diane, Bill Z. and Shelly P.	January 25, 2008	
First AACRAO visit	Diane, Bill Z., Shelly P., Outreach, Enrollment Services, Academic Advising and Marketing  Expanded Presidents Council, Joint Deans and Prime Time Team	January 28, 2008  January 29, 2008	
Pre-visit phone conference with AACRAO consultants	Diane, Bill Z., Shelly P.	February 13, 2008	
Second AACRAO visit	Diane, Bill Z., Shelly P., and project team  Diane, Bill Z., Shelly P., present AACRAO	February 14, 2008  February 15, 2008	

	consultants at VP Meeting		
Pre-visit phone conference with AACRAO consultant	Diane, Bill Z., Shelly P.	March 6, 2008	
Third – final AACRAO visit	Diane, Bill Z., Shelly P., full SEM project team, Connie Green, and other interested college community members	March 7, 2008	
SEM committee planning meetings with Willis & Green (phone conference or on site as needed)	Diane, Bill Z., Shelly P. and Connie Green	March 14, 28 April 7, 25 May 9, 2008	
SEM Committee Kick Off	Diane, Bill Z., Shelly P, Connie Green and SEM Committee members	April 3, 2008	

**Project Leads:**

Diane Drebin, Bill Zuelke, Shelly Parini

**CCC SEM Project Team:**

Prime Time Enrollment Strategies team members,  
Expanded Presidents Council, College Council

**CCC SEM Committee:**

To be determined