Jackie Lau’s Accomplishments 19-20

- Banner Document Imaging implementation and training for Admissions and Records
- A&R’s collaboration with Outreach and School Relations registration events throughout the year
  - High school senior registration event in April 2020: enrolled over 1,500 students into summer and fall courses
- A&R collaborated with Educational Advisor to provide training on AB 540 requirements to Cal-SOAP and high school partners
- Collaboration with Outreach and School Relations and District Office to remove high school senior holds for Summer/Fall 2020 semester
  - Providing lists of all students to remove concurrent enrollment holds for over 4,000 incoming high school seniors as first-time freshman
- Provided training to A&R technicians on state audits and enrollment procedures
- Provided training to Early College, Outreach and School Relations, and Rural Initiatives on Concurrent Enrollment processes and state audits
  - Concurrent Enrollment students:
- Provided training on Special Admit student processes to Adult Education, Early College, Job Spot, Outreach and School Relations, and Delano campus staff
  - CCC application, orientation, and non-resident tuition
- Provided training to new staff for Inmate Scholars Program with application, registration, AB540 requirements, and state audits
- Manually Processed 38,415 student enrollments for the programs below
  - Inmate Scholars Program: 6,650
  - Dual Enrollment:
    - FIRE & EMTC enrollment: 3,240
    - WESTEC enrollment: 1,120
    - Apprenticeship enrollment: 1,420
    - Tutoring: 3,860
    - Concurrent Enrollment: 3,430
    - Summer Bridge (assisting with enrollment)
      - 2019 summer: 2,040
      - 2020 summer: 1,720 (6 weeks left for enrollment to increase)
- Graduation and Certificate completion: 5,782 degrees and certificates were awarded in 2019-2020 academic year
  - Virtual commencement ceremony:
    - Associate Degree for Transfer (ADT’s) awarded: 1,254
    - Associate of Arts Degree awarded: 1,507
    - Associate of Science Degree awarded: 462
    - Bachelor of Science Degree awarded: 10
    - Certificates awarded: 2,549
- Streamlined Certificate process with Career and Technical Education Department