PORTERVILLE COLLEGE

**APPROVED**

Enrollment Management

Minutes

3:00 PM – 4:00 PM Monday, November 23, 2015 SCCR

**Present:** Bill Henry, Sam Aunai, Mike Carley, Kim Behrens, Joel Wiens, Jay Hargis, Tim Brown, James Thompson, Maria Roman, Ann Marie Wagstaff, Lorie Barker

**Absent:** Val Garcia, Arlitha Williams-Harmon, Erin Cruz, Vickie Dugan, Lupe Guillen, Judy Fallert

1. Preliminaries
2. **Call to Order**

The meeting was called to order by Bill Henry at 3:05 pm.

1. **Approval of Agenda**

Motion to approve the November 23, 2015 Enrollment Management Agenda with two additional items.

Barnes & Noble

Dual Enrollment

M/S/C – (**J. Hargis/T.Brown**) and carried with consensus of sub-committee.

1. **Approval of Minutes**

Motion to approve the Minutes from November 9, 2015

M/S/C – (**J. Hargis/J. Thompson**) and carried with consensus of sub-committee.

1. **Information Items**
2. **Barnes & Noble (Bill Henry) –** There have been instances were instructors are listing where to purchase books in their syllabi. This is violating District policy and needs to cease immediately.
3. **Dual Enrollment (Bill Henry) –** Education Code requires that instructors be evaluated but does not indicate what instrument is to be used or how they are to be evaluated. The adjunct evaluation forms that we current use may be used if desired.
4. **Discussion Items**
5. **Library Program Review (Lorie Barker)** – This Program Review will be

 sent electronically for review by the committee.

1. **Education Division Placement (Bill Henry) –** The Committee needs to decide

where the Education courses are going to reside. Mr. Henry would like a proposal in writing that can be brought back to this Committee for discussion.

 **IV. Other**

**V. Future Agenda Items**

**Adjournment:**

Meeting was adjourned at 3:50 pm.