## Enrollment Management Minutes

## 3:00pm – 5:00pm  Monday, August 10, 2020  Zoom

**Our Mission**

*With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing students for career and academic success*.

* **Members Present**: Thad Russell, Primavera Arvizu, Michelle Miller, Joe Cascio, Kendra Haney, Mike Carley, Frank Ramirez, Robert Simpkins, David Kavern, Erin Wingfield, James Thompson, Kim Behrens, Arlitha Williams, Bret Davis, Lupe Guillen, Elizabeth Buchanan, Sarah Phinney, Jim Carson, Miranda Warren.
1. **Call to Order** 3:05 pm
2. **Approval of Agenda – August 10, 2020 –** Motion to approve agenda M/S/C – P. Arvizu/ K. Haney
3. **Approval of Minutes – June 22, 2020 –** Motion to approve M/S/C – J. Thompson/ D. Kavern
4. **Information Items**
5. *Campus Safety* – Arlitha suggested academic accommodations on syllabi (Disability Resource Center, Title IX, Safety, Covid-19 verbiage). Once the draft is finalized this will be sent out to division chairs. Also, there will be a form that needs to be filled out before coming onto campus, this will need to be completed one hour before arriving to campus.
6. *Student service provided over the next two weeks –* There will be drive thru services for students where they can receive resources and information without leaving their car.
7. *Waitlist and enrollment status–* As of 8/5 there were 810 waitlist students, we will work on getting as many off the waitlist as possible.
8. *Flexible vs Scheduled spring semester –*  Courses that are normally face to face will still be coded as face to face, even if it is online for the spring semester.
9. **Discussions Items**

1. **Other**
2. **Future Agenda Items**

 Meeting adjourned 4:18 pm.