## Enrollment Management Minutes

## 3:00pm – 5:00pm  February 22, 2021  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**: Thad Russell, Primavera Arvizu, Joe Cascio, Michelle Miller, James Thompson, Mike Carley, Kim Behrens, Erin Wingfield, Robert Simpkins, Jim Carson, Lupe Guillen, Patty Serrato, Karen Bishop, Sarah Phinney, Judy Fallert, Kendra Haney, Sherie Burgess, Elizabeth Buchanan, Vickie Dugan, Frank Ramirez, Miranda Warren.

1. **Call to Order –** the meeting was called to order at 3:10 pm.
2. **Approval of Agenda - Motion to approve agenda M/S/C – M. Carley/ L. Guillen**
3. **Approval of Minutes - Motion to approve minutes M/S/C – K. Haney/ K. Bishop**
4. **Full audience - Information Items**
5. Banner 9 Update – all three campuses and the executive teams will be pushing the deadline to November this year instead of April.
6. Student Services Update – College Council membership – will be proposing new membership list late March.
7. Guided Pathways Self-Assessment Report – M/S/C – B. Simpkins/M. Carley, next it will be forwarded to College Council for approval.
8. Timeline for current 2-year maps – Patty will be working with faculty liaisons to meet during division meetings to come up with a timeline for the 2-year maps.
9. Certificate Pathways – please get your Pathway Certificates into the link and let Primavera know of any updates.
10. DegreeWorks Training – Monday April 12th we will have a consultant help division chairs with reporting during Enrollment Management.
11. Counseling Update – will be sending meeting invites out to divisions.
12. Credit for Prior Learning – there is a training opportunity February 26th from 9:00-12:00.
13. Cloud vs Drives – Faculty buying external hard drives – it is highly recommended to use the Cloud for storage.
14. On-Campus Requests – please use the process we have in place to request access to campus.
15. **Full audience - Discussions Items** 
    1. Year-end report – Goals/Accomplishment – conversion to online; dual enrollment sections increased; dynamic forms for electronic signatures/ Recommendations – to improve Dual Enrollment efficiencies; update Enrollment Management Plan; fully implement paperless forms
16. **Chairs – Information Items**
17. **Chairs – Discussion Items**
    1. Semester knows and unknowns -
18. **Other**

1. **Future Agenda Items**
2. **Adjourn – meeting adjourned at 4:30 pm**
3. **2017-2022 Enrollment Management Goals**
   1. Increase number of declared majors
   2. Increase awareness of instructional program offered
   3. Increase the number of dual enrollment offerings and track the success of those offerings
   4. Increase the percentage of students who take 15 units per semester
   5. Increase percentage of students who complete 30 unites by end of 1st year of college
   6. Increase awareness of career options within programs/pathways of study
   7. Increase the number of students receiving associate degrees and certificates
   8. Increase number of students who transfer to university
   9. Increase number of students with ready resume, job applications