## Enrollment Management Minutes

## 3:00pm – 5:00pm  April 11, 2022  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, Mike Carley, Robert Simpkins, Jim Carson, Elizabeth Keele, Sarah Phinney, Kendra Haney, Sherie Burgess, Elizabeth Buchanan, Vickie Dugan, Osvaldo Del Valle, Michelle Miller-Galaz, Karen Bishop, Frank Ramirez, Erin Wingfield, Judy Fallert, 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 – E. Keele/ P. Arvizu**
3. **Approval of Minutes - Motion to approve minutes M/S/C – K. Bishop/ E. Keele**
4. **Full audience - Information Items**
5. Banner 9 Update – the student update form has been corrected, there were no major issues in Banner 9 during registration.
6. Student Services Updates – Graduation will be held in the stadium, we will provide graduates with six tickets each. Erin – very successful student registration event Wednesday and Thursday. Student Services has been busy with in-person events. There will be a Spring Open House May 3rd from 5:00-8:00pm to showcase our campus, if interested email Erin. Frank – all applications are open for summer and fall. Upcoming events: April 21st Caesar Chavez Celebration. Navigate week 11 progress reports going out – remind faculty to fill these out.
7. Counseling Update – Open registration starts April 13th.
8. **Full audience - Discussions Items**

1.a Faculty Co-Chair – we will need a new representative as a co-chair for the committee.

1. **Chairs – Information Items**
2. **Chairs – Discussion Items**
	1. Classroom competition and prioritization – will need a formal process in the future.
	2. Assigning sections within divisions – talk with your divisions and have a formal document by October 1st.
	3. BS/BA Degree – if any divisions would like a Dean or Thad to attend, let them know and they can join in on this conversation.
	4. Non-credit courses – advantage of non-credit is it is always free for students. Does your division have a course that could be non-credit?
3. **Other**

1.a As we are coming back from covid, please schedule 50/50 and adjust accordingly to student’s needs. If faculty are unable to teach on campus due to health and safety reasons, you need to go to HR to make accommodations.

1. **Future Agenda Items**
2. **Adjourn – meeting adjourned at 3:58pm.**
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