## Enrollment Management Minutes

## 3:00pm – 5:00pm  October 10, 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, Michelle Miller, Osvaldo Del Valle, James Thompson, Mike Carley, Kim Behrens, Erin Wingfield, Robert Simpkins, Elizabeth Keele, Elisa Queenan, Melissa Long, Karen Bishop, Kendra Haney, Vickie Dugan, Sherie Burgess, Judy Fallert, Frank Ramirez, Jonathan Miranda, Stephanie Olmedo-Hinde, Miranda Warren.

1. **Call to Order –** the meeting was called to order at 3:08pm.
2. **Approval of Agenda - Motion to approve agenda M/S/C – E. Keele/ M. Carley**
3. **Approval of Minutes - Motion to approve minutes M/S/C – S. Burgess/ E. Queenan**
4. **Full audience - Information Items**
5. Banner 9 Update – no new updates.
6. Student Services Update – College Financial Aid night October 24th, John Ortega will be sending out an email to divisions that would like to set up a table 5:30-7:00pm. PC Salutes our Veterans November 1st – 1:00-3:00pm. November 30th – High school partners updates on the campus. Wellness Counselor – Dr. Lisa Prieto – student health and wellness initiatives, a flyer will be sent out soon with more information. There will be some Lunch & Learn opportunities that are open to faculty and classified, if you’re able to attend, please do so. Frank – a few professors who have reached out to the DRC about verifying student’s needs, the DRC can send this information out as needed.
7. Counseling Update – no new updates.
8. **Full audience - Discussions Items**

1.a Short Term Courses with pre-requisites (leadership courses) – 3-unit leadership class that is offered one semester, and 1-unit courses that have pre-requisites. Judy used concurrent type enrollment so students can enroll in all of the 1-unit courses at once. They can be set up as 101A, and then 101B, grades would be due by that Monday following the Friday ending. It is recommended that classes do not start a week early as resources are not all available on campus.

1.b Housing Study Focus Group – need 4 more for the meeting on Thursday from 4:00-5:00, Jodie will be sending out details.

1. **Chairs – Information Items**
2. **Chairs – Discussion Items**

1.a ZTC Discussion for individual division meetings – funding coming from the state – can a student complete a line of study without having to pay for books? The taskforce is working on finding filling the gaps. Email Karen Bishop when your division meeting is, and they will work on sending someone from the taskforce to discuss options.

1.b Dual Enrollment Evaluations – met with PUSD, we have confirmed we will have the ability to evaluate PC classes held on their campus. Thad will meet with HR before finalizing dual enrollment instructor evaluations and we will update the MOU going forward.

1.c Parking – the committee would like to see two gates open on College Ave and pedestrian gates for students in the stadium parking lot.

1.d Faculty in person assignment – all full-time faculty should have an in-person presence for at least one course. We also need to keep in mind how we offer courses so that students can complete their programs of study in the future with whatever works best for their schedules.

1. **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 units 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