## Enrollment Management Minutes

## 3:00pm – 4:00pm  November 25, 2024  AC-120

**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*.

**Attended**: Erin Wingfield, Primavera Monarrez, Osvaldo Del Valle, Kim Behrens, Stephanie Olmedo Hinde, Melissa Long, Elizabeth Keele, Vickie Dugan, Judy Fallert, Kendra Haney, Ethan Hartsell, Matthew Flummer, Ian Onizuka, Rebecca Baird, Debbie Angeles, Stephanie Cortez, Bob Simpkins, DJ Vanderwerff, Miranda Warren.

1. **Call to Order 3:01 pm**
2. **Approval of Agenda**

**M/S/C: R. Simpkins/ M. Carley**

1. **Approval of Minutes**

**M/S/C: E. T. Russell/ M. Flummer**

1. **Full audience - Information Items**
2. Banner 9 Update: Both Banner 9 and Banner 8 are accessible from InsidePC for people to use either. Banner 9 will go offline in the spring, supposed to be 2/18/25. There will be trainings in the spring. Grades sheets can be submitted online.
3. Student Services Updates: No updates.
4. Counseling Update: No updates.
5. Instructional Office Specialist: A second position has been opened.
6. Online Teaching Certification Requirement: No discussion.
7. **Full audience - Discussions Items** 
   * + 1. Scheduling Extravaganza: Bob sent a PDF with comments from attendees and encouraged the committee to review the feedback. He also presented a PowerPoint reviewing some feedback, some schedules were impossible to make, counselors have a big job to do, some majors have conflicts. Recommendations were to improve general guidance, have training, stay student centered using maps, IR data, student voice, and counselor insights. Enrollment Management committee should review schedules when turned in each semester, have shared spreadsheets set up so others can view, plan for yearlong schedules.
       2. Faculty Access to Transcripts: Discussion regarding faculty access to their own students or all students including waitlisted students. Thad and Marie will follow up and share at the next meeting.
       3. Scheduling Matrix: Discussion regarding co-requisite classes, the time blocks, etc
8. **Other**
9. **Future Agenda Items:**
10. **Adjourn 4:00 pm.**
11. **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