## Enrollment Management Minutes

## 3:00pm – 4:00pm  January 27, 2025  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**: Thad Russell, Erin Wingfield, Michelle Miller-Galaz, Osvaldo Del Valle, Kim Behrens, Stephanie Olmedo Hinde, Mike Carley, Marie Braidi, Judy Fallert, Kendra Haney, Ethan Hartsell, Matthew Flummer, Ian Onizuka, Rebecca Baird, Debbie Angeles, Stephanie Cortez, Bob Simpkins, Patty Serrato, Kristen Plunk, Pam Kelley, Miranda Warren.

1. **Call to Order 3:02**
2. **Approval of Agenda**

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

1. **Approval of Minutes**

**M/S/C: R. Baird/ M/ Flummer**

1. **Full audience - Information Items**
2. Banner 9 Update: Coming mid-March, trainings and information will be available soon.
3. Student Services Updates: Welcome Week festivities went very well. Transfer and Career Open House is scheduled for February 27th 2-4pm, a flyer will be sent out shortly. Several workshops will be coming up for faculty and staff, flyers will be sent out. Jasmin will be working on the new Student Equity Plan.
4. Counseling Update: Pirate in a day was held on the 15th; counselors saw 102 students. The first two weeks are very busy with walk ins, counselors will start going to the high schools in February.
5. AB1244 (pupils: CCAP) – AB 244 made it to where colleges can serve dual enrollment students outside of their service area.
6. **Full audience - Discussions Items** 
   * + 1. Scheduling Summit – Bob presented on the 2024 Scheduling Summit and showed the committee the spring 2025 plan. Schedules are due February 6th and all corrections are due to Judy and Kristen by February 18th. Thad added to consider 8-week sections when scheduling.
       2. Online Teaching Certification Requirement – reminder that new adjuncts need to verify they have had online training equivalent to what we offer. The next training will be February, invitations will go out next Monday. This requirement is for distance education, hyflex and hybrid courses.
       3. Schedule building and XB12 & total costs of sections – XB12 low textbook cost and zero textbook cost. We are required to put costs on the searchable schedule.
       4. ZTC/OER Grants - $325,000 grant to spend on ZTC and OER. Thad has sent an email to instructors; we can pay you to build your own textbook/workbook that would be open to all California Community Colleges.
       5. Goals – tabled.
7. **Other**
8. **Future Agenda Items:**  Summit Matrix
9. **Adjourn 3:56 pm.**
10. **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