

PORTERVILLE COLLEGE

Enrollment Management Minutes

3:00 PM – 5:00 PM • Monday, March 12, 2012 • L-405

Co-Chairs: Michael Carley

Present:

Craig Britton, Michael Carley, Bret Davis, Antonia Ecung, James Entz, Richard Goode, Bill Henry, Valerie Lombardi, Andrew Messchaert, Susan Regier and Miles Vega

Absent:

Kim Behrens, Erin Cruz, Judy Fallert, Rodney Frese, Virginia Gurrola and Dale Norton

Guests:

I. Preliminaries

A. Call to Order

The meeting was called to order by Michael Carley at 2:59pm.

B. Approval of Agenda

Approval of Agenda with amendment motioned by Susan Regier, seconded Miles Vega, and carried with consensus of committee.

C. Approval of Minutes

Approval of Minutes from February 27, 2012, motioned by Miles Vega, seconded by Andrew Messchaert and carried with consensus of committee.

II. Information Items:

III. Other Items

A. Enrollment management Plan Goals

The degrees submitted to ACCJC did not require a substantive change form.
Discussion ensued.

B. Scheduling Template

Fine & Applied Art classes are an exception to the matrix because they piggy back.

Miles Vega proposed adding two columns to the PC Scheduling Matrix. An 18 hour, 1 unit block and a 36 hour, 2 unit block to accommodate Education classes.

Discussion ensued.

Antonia Ecung requested the Scheduling Matrix “Process of Change” be documented in the minutes. *Discussion ensued.*

The Addendum to the Scheduling Matrix will be brought back for further consideration April 23, 2012.

IV. Future Agenda Items

A. Training: Accessing ODS Reports, March 26, 2012

Michael Carley will send out ODS passwords and login instructions. Before training verify that your password/user ID works. Upcoming Division Chairs need to attend.

Adjournment:

**Meeting was adjourned at 3:55pm. Next scheduled meeting –
3:00pm, Monday, March 26, 2012, L-449**