

PORTERVILLE COLLEGE

Enrollment Management Minutes

3:00 PM – 5:00 PM • Monday, September 10, 2012 • L-405

Co-Chairs: Bill Henry and Michael Carley

Present:

Kim Behrens, Craig Britton, Michael Carley, Bret Davis, Jim Entz, Richard Goode, Bill Henry, Andrew Messchaert, Miles Vega, Ann Marie Wagstaff and Arlitha Williams-Harmon

Absent:

Karen Boriack, Erin Cruz, Antonia Ecung, Judy Fallert and Virginia Gurrola

I. Preliminaries

A. Call to Order

The meeting was called to order by Mr. Carley at 3:04pm.

B. Approval of Agenda

Approval of Agenda from March 26 and September 10, 2012 was motioned by Jim Entz, seconded Richard Goode, and carried with consensus of committee.

C. Approval of Minutes

Approval of Minutes from March 12, March 26, and April 23, 2012, was motioned by Miles Vega, seconded Andy Messchaert, and carried with consensus of committee with one abstention.

II. Information Items

III. Other Items

A. Fall 2012 Enrollment Update – Michael Carley

The Enrollment reports are used to help PC see where we are at compared to previous years and where the college needs to be.

Mr. Carley reviewed the fall enrollment and current FTES comparison data at census with the committee. He also discussed with the committee the 2012-13 FTES target for all the colleges.

The District gives PC an annual target and it is up to the college to determine how the FTES will be split among the semesters. *Discussion ensued.*

B. Budget – Arlitha Williams-Harmon

Mrs. Williams-Harmon confirmed who the budget managers are; explained the difference between adopted budget, accumulative budget and year to date amounts. She also discussed the budget worksheet and the documentation of carry over amounts. Mrs. Williams-Harmon went on to explain how “My Ban Web” can be used to access the individual budgets and see what is available, what was spent, look at purchases and compare previous years. *Discussion ensued.*

IV. Future Agenda Items

Adjournment:

**Meeting was adjourned at 4:12pm. Next scheduled meeting –
3:00pm, Monday, September 24, 2012, L-405**