

# PORTERVILLE COLLEGE

## Enrollment Management Minutes

3:00 PM – 5:00 PM • Monday, January 28, 2013 • L-405

Co-Chairs: Bill Henry and Michael Carley

### **Present:**

Kim Behrens, Craig Britton, Michael Carley, Bret Davis, Antonia Ecung, James Entz, Lupe Guillen, Bill Henry, Andrew Messchaert, Ann Marie Wagstaff and Arlitha Williams-Harmon

### **Absent:**

Erin Cruz, Judy Fallert, Richard Goode, Virginia Gurrola and Miles Vega

### **I. Preliminaries**

#### **A. Call to Order**

The meeting was called to order by Michael Carley at 3:03 pm.

#### **B. Approval of Agenda**

Approval of January 28, 2013 Agenda was motioned by James Entz, seconded Kim Behrens, and carried with consensus of committee.

#### **C. Approval of Minutes**

Approval of Minutes from November 26, 2012, was motioned by Bill Henry, seconded Bret Davis, and carried with consensus of committee.

### **II. Information Items**

#### **A. Core of the Core recommendations – Arlitha Williams-Harmon**

Core of the Core met last year and one of the recommendations was to offer a non-credit course for basic skills. EL2 P090, Intro to English as a Second Language, is the only non-credit course PC has offered in the past. Mrs. Williams-Harmon and Mrs. Gurrola met to discuss funding the course; the total cost is approximately \$1,800 for the instructor without benefits. The summer of 2010 was the last time EL2 P090 was offered and only charged .34 FTES. PC receives non-credit matriculation monies for the non-credit courses offered; if PC does not offer a course this year, the money can be taken away. Last year PC received approximately \$16,743.

Dr. Wagstaff stated there is an instructor able and willing to teach a mid-semester EL2 P090 course; Mr. Henry will get back to Dr. Wagstaff.

The committee discussed the recommendations made by Core of the Core. The goal for the future is to modularize basic skills. *Discussion ensued.*

### **III. Other Items**

#### **B. Enrollment Management Plan Goals – Michael Carley**

Goal 5: At this time Mr. Hargis and Dr. Keele decided to place hard prerequisites on the History and Political Science courses. Mr. Messchaert and Mr. Thompson decided to place hard prerequisites on the logic courses; these classes are under area A3, critical thinking, on the IGETC. *Discussion ensued.*

Dr. Wagstaff mentioned it was reported at Flex Day, January 11, 2013, Science courses will also have hard prerequisites.

**C. New Co-Chair – Michael Carley**

Starting Fall 2013 Mr. Carley will no longer qualify for the faculty co-chair position of Enrollment Management; a replacement will need to be elected.

**IV. Future Agenda Items**

**A. Program Review Data – Michael Carley**

**Adjournment:**

**Meeting was adjourned at 3:38 pm. Next scheduled meeting –  
3:00pm, Monday, February 11, 2013, L-405**