

PORTERVILLE COLLEGE

Enrollment Management Minutes

3:00 PM – 5:00 PM • Monday, April 8, 2013 • L-405

Co-Chairs: Bill Henry and Michael Carley

Present:

Craig Britton, Michael Carley, Erin Cruz, Bret Davis, Antonia Ecung, James Entz, Richard Goode, Lupe Guillen, Bill Henry, Andrew Messchaert, Miles Vega, Ann Marie Wagstaff and Arlitha Williams-Harmon

Absent:

Kim Behrens and Judy Fallert

- I. **Preliminaries**
 - A. **Call to Order**

The meeting was called to order by Mr. Carley at 3:02pm.
 - B. **Approval of Agenda**

Approval of April 8, 2013 amended Agenda was motioned by Miles Vega, seconded Richard Goode, and carried with consensus of committee.
 - C. **Approval of Minutes**

Approval of Minutes from March 11, 2013, was motioned by Miles Vega, seconded Richard Goode, and carried with consensus of committee.
- II. **Information Items**
- III. **Other Items**
 - A. **Budget Update/Core of the Core Recommendations – Arlitha Williams-Harmon**

Mrs. Williams-Harmon reviewed Core of the Core Recommendations with the Enrollment Management Committee.

Remediation recommendations: redesign the ESL curriculum and a more modular format to basic skills. In March Mrs. Williams-Harmon met with Mrs. Regier and Dr. Ecung to discuss possible options with the Basic Skills budget and an approach to redesign the ESL curriculum. The Core also recommends offering ESL P090 over the summer. Dr. Wagstaff stated P090 was added to the spring and summer schedules. *Discussion ensued.*

Pathways recommendation: Core of the Core looked at pathways and the transitions from high school to college. One initiative is the Career Ladders Project; a business pathway collaborated between PUSD and PC. This would be the first of more pathways and will be funded by the James Irvine Foundation.

Course Offerings: is a future Division Chair agenda item.

CTE Emerging Industries recommendation: So far no work has been started on these programs, however; the taskforce is looking into emerging industries.

Budget Committee met last week and are currently working on the 2013-14 budget. Mrs. Williams-Harmon will send out an email requesting that all purchase orders be entered in by May 10, 2013. She will be bringing by the budget to those she has yet to meet with.

There will not be an open forum on the 2013-14 Budget; instead a State of the Budget will be sent out via email. All concerns submitted will be addressed in a future email.

B. Enrollment Management Plan Goals – Michael Carley

Goal 1: Nothing new to report.

Goal 2: If a department has a degree that matches an SB1440 transfer degree then PC has to offer it. The next degree to go through is Kinesiology.

Goal 3: Nothing to report

Goal 4: Mr. Carley is working on the relationship between unemployment rates and enrollment.

Goal 5: Mr. Thompson and Mr. Messchaert are working on establishing level 1 hard prerequisite for PHIL P107 (logic) and COMM P105 starting in Fall 2014. Mr. Goode and the Science department are working on establishing Area B hard prerequisite for the sciences; level 2 English and math where appropriate by the Fall 2014.

Goal 6: Nothing new to update.

C. Program Review Data – Michael Carley

Mr. Carley asked the committee if each division chair would like to receive their department's data every year or just the year of their review (every three years) and if they would like the data to be posted?

The committee decided to receive the data yearly. Mr. Carley will add to the data report the ratio of adjunct to faculty. The data will be combined with the approved Program Review and posted as one document.

IV. Future Agenda Items

A. End of the Year Report to CLC – Michael Carley

B. New Faculty Co-Chair – Michael Carley

Adjournment:

**Meeting was adjourned at 3:45pm. Next scheduled meeting –
3:00pm, Monday, April 22, 2013, L-405**