

PORTERVILLE COLLEGE

Enrollment Management/Division Chairs Flex Day Meeting Minutes

11:30 AM – 12:15 PM • Friday, January 17, 2014 • AC-108

Co-Chairs: Bill Henry and Richard Goode

Present:

Kim Behrens, Craig Britton, James Entz, Val Garcia, Richard Goode, Lupe Guillen, Jay Hargis, Bill Henry, Miles Vega and Ann Marie Wagstaff

Absent:

Michael Carley, Erin Cruz, Bret Davis, Judy Fallert and Arlitha Williams-Harmon

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

The meeting was called to order by Mr. Henry at 11:45am.
 - B. **Approval of Agenda**

Approval of the January 17, 2014 Enrollment Management Agenda was moved by Miles Vega, seconded Craig Britton and carried with consensus of sub-committee.
 - C. **Approval of Minutes**

Approval of Enrollment Management Minutes from November 25, 2013, moved by Jay Hargis, seconded James Entz and carried with consensus of sub-committee.
- II. **Information Items**
- III. **Enrollment Management Items**
 - A. **Spring 2014 Schedule**
 - FTES is down by 0.8% compared to last year
 - Predicting spring numbers will come to rest around the mid 90's
 - Fall 2014 FTES target is 98%

Handout provided
 - B. **Summer/Fall 2014 Schedule**

Mr. Henry requests division chairs start thinking about the summer schedule while creating the fall one.

He recommends the fall 2014 schedule be built the same as the fall of 2013 (375 sections); start with the number ended in 2013. Mr. Henry recommends keeping the summer schedule at 55 sections, the same as 2013.

It is crucial the schedule follow the timeline, allowing counselor reviews before the schedule goes out.

Summer/Fall Timelines provided.
 - C. **Online Courses**

Online success numbers are improving but still down. PC's online area is currently at 7% and Mr. Henry wants to keep it there until the success rate improves.

- IV. Division Chairs Items**
- V. Other**
- VI. Future Agenda Items**
 - A. Enrollment Plan Goals**
 - B. C-ID and Transfer Model Curriculum**
 - C. Date/Process for Report Term**
 - D. Scheduling Notes: Terms Courses are Offered**

Adjournment:

**Meeting was adjourned at 12:13pm. Next scheduled meeting –
3:00pm, Monday, January 27, 2014, L-405**