

PORTERVILLE COLLEGE

Enrollment Management Minutes

3:00 PM – 4:00 PM • Monday, March 24, 2014 • L-405

Co-Chairs: Bill Henry and Richard Goode

Present:

Kim Behrens, Michael Carley, Erin Cruz, Bret Davis, Jim Entz, Judy Fallert, Val Garcia, Lupe Guillen, Jay Hargis, Bill Henry, Miles Vega, Ann Marie Wagstaff and Joel Wiens

Absent:

Craig Britton and Arlitha Williams-Harmon

I. Preliminaries

A. Call to Order

The meeting was called to order by Mr. Henry at 3:03pm.

B. Approval of Agenda

Approval of the March 24, 2014 Enrollment Management Agenda was moved by Miles Vega, seconded Jay Hargis and carried with consensus of sub-committee.

C. Approval of Minutes

Approval of Enrollment Management Minutes from March 10, 2014, moved by Bret Davis, seconded Jay Hargis and carried with consensus of sub-committee.

II. Information Items

III. Discussion Items

A. Scheduling Matrix (36hr. Class Propose Change) – Jim Entz

Mr. Entz reviewed the proposal to add a 12:45-1:35pm (day 1) and 12:45-1:50pm (Day 2) block, from the last meeting, for committee approval. The committee agrees with the addition of the proposed block. *Discussion ensued.*

Mr. Henry does not see a problem with adding the extra block but would like to be sure there are no conflicts.

This will be brought back at the next meeting.

Handouts provided

B. Vet Task Force – Richard Goode

Tabled

C. Scheduling – Bill Henry

- KCCD predicts a 4% growth over the district. Mr. Henry said the schedule will remain as is for now.
- Currently PC is 1.3 % below the comprehensive target allowing for growth in the fall semester. Fall now has 396 sections including the piggy back courses.
- Pay attention to fill rates when building schedules. Try to keep the fill rates at 80-88%. *Discussion ensued.*
- Starting this fall Mr. Henry wants all chairs to meet the day before flex. This will count as one of their 10 duty days. The day will include training and chair expectations. Meeting will begin around 9am and last until about 1pm; lunch will be provided. *Discussion ensued.*

D. Relationship between Achieving the Dream, Student Success Initiative and Student Equity Plan – Ann Marie Wagstaff

Dr. Wagstaff is concerned with the campus communications regarding the aforementioned areas. The committee suggests adding a standing topic for information of the above areas on both Enrollment Management and CLC.

Discussion ensued.

IV. Other

V. Future Agenda Items

A. Enrollment Plan Goals

Adjournment:

**Meeting was adjourned at 3:44pm. Next scheduled meeting –
3:00pm, Monday, April 28, 2014, L-405**