## Enrollment Management Minutes

## 3:00pm – 5:00pm  January 24, 2022  Zoom

**Our Mission**

*With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing students for career and academic success*.

**Members**: Thad Russell, Primavera Arvizu, Mike Carley, James Thompson, Robert Simpkins, Jim Carson, Elizabeth Keele, Sarah Phinney, Kendra Haney, Sherie Burgess, Elizabeth Buchanan, Vickie Dugan, Frank Ramirez, Patty Serrato, Osvaldo Del Valle, Judy Fallert, Kim Behrens, Michelle Miller-Galaz, Jonathan Miranda, Erin Wingfield, Miranda Warren.

1. **Call to Order –** the meeting was called to order at 3:10 pm.
2. **Approval of Agenda - Motion to approve agenda M/S/C – E. Keele/ M. Carley**
3. **Approval of Minutes - Motion to approve minutes M/S/C – K. Haney/ E. Keele**
4. **Full audience - Information Items**
5. Banner 9 Update – all faculty received an email with training videos and FAQ’s.
6. Student Services Updates – Degree Works training Monday February 28th during the Enrollment Management meeting. Working on multiple campaigns, currently working on the Student Services virtual center. Student Center Information Desk M-TH 8-6 Fri 8-12, Sat 8-1. Erin will send the flyer out with the QR code and information listed. Erin sent out an email last week for Health and Wellness for students. There will be a Timely Care email coming out for free health and mental health services. Clean Slate – Tulare County Public defender’s office will host a workshop on how to get a clean slate. Frank will be taking over Navigate if anyone has any questions or updates.
7. Counseling Update – looking at course trends to determine what courses are offered for the summer and the fall.
8. **Full audience - Discussions Items**

1.a One-year-schedule – based on student demand, our goal is 40% to face to face and 60% online.

1.b Committee Charge/Goals – will come back to this.

1.c Contextualizing ag across other course areas – discussion on how to contextualize ag into our general education courses.

1. **Chairs – Information Items**
   1. OER/ZTC – Board of Governors direction and rumblings of mandates – Academic Senate oversees the OER/ZTC taskforce, keep in mind this may become a mandate in the future.
   2. Coding conversion to online for the first two weeks – any section that went online during the semester needs to let the Office of Instruction know the CRN number so we can document this.
2. **Chairs – Discussion Items**
   1. Summer/Fall 2022 modality – Judy is working on the schedule, please do your schedule on the spreadsheet until we are sure of what program we will be using.
3. **Other**

1. **Future Agenda Items**
   1. One-year schedule – one-year registration
2. **Adjourn – meeting adjourned at 5:01 pm**
3. **2017-2022 Enrollment Management Goals**
   1. Increase number of declared majors
   2. Increase awareness of instructional program offered
   3. Increase the number of dual enrollment offerings and track the success of those offerings
   4. Increase the percentage of students who take 15 units per semester
   5. Increase percentage of students who complete 30 unites by end of 1st year of college
   6. Increase awareness of career options within programs/pathways of study
   7. Increase the number of students receiving associate degrees and certificates
   8. Increase number of students who transfer to university
   9. Increase number of students with ready resume, job applications