## Enrollment Management Minutes

## 3:00pm – 5:00pm  September 26, 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, Maria Battisti, Michelle Miller, Osvaldo Del Valle, James Thompson, Mike Carley, Robert Simpkins, Elizabeth Keele, Melissa Long, Karen Bishop, Kendra Haney, Vickie Dugan, Judy Fallert, Frank Ramirez, Ricardo Marmolejo, Jonathan Miranda, Stephanie Olmedo-Hinde, Claudia Habib, Miranda Warren.

1. **Call to Order –** the meeting was called to order at 3:05
2. **Approval of Agenda - Motion to approve agenda M/S/C – E. Keele/K. Haney**

**OLMEDO NAME EDIT AGENDA**

1. **Approval of Minutes - Motion to approve minutes M/S/C – J. Thompson/E. Keele**
2. **Full audience - Information Items**
3. Banner 9 Update –Banner 9 has been delayed on the faculty side. Ellucian must update on their end, we no longer have the ability to update Banner. We are hoping it will be solved for the spring semester. Preferred name changes can be done through Dynamic Forms, goes through A&R, then student will be issued a new ID card, preferred names will show up on the roster. The email address will not change but the roster will show their preferred name and their email address. Health Careers students must use their legal name for clinicals. Faculty recommended a simple roster and a detailed roster option.
4. Student Services Update – no representative present.
5. Counseling Update – Counseling is working on policies on how they will handle overload with counselors wanting to teach. Fresno State will be here on Tuesdays in the quad. All divisions – talk up transfer and visiting campuses as available. Students seem more introverted than they use to be so there is a large portion wanting online courses. Consider what we are offering when it comes to what we are offering three years from now.
6. **Full audience - Discussions Items**

1.a Rising Scholars at Corcoran Prison – we applied for a state grant, it was presented to us as PC would help BC fill the courses in this program. There has been back and forth between Corcoran and North Kern, now it would be for the Tulare Country detention facility here in Porterville. Other initiatives to keep in mind – CPL, PLA, Competency Based Ed, UC Merced Transfer Project, CVC OEI.

1. **Chairs – Information Items**
2. **Chairs – Discussion Items**

1.a Scheduling Teaching Modalities – how are students completing programs? Spring schedule needs to be wrapped up and submitted to Judy. As we plan for the summer and fall schedules – think about if a student can complete their program of study face to face vs online. Consider more short-term courses as well so students have options throughout the semester.

1.b Accessibility in courses – training and addressing issues – we had an instructor refuse to comply with an accessibility issue in their course which affected a DRC student that was enrolled and caused the student to have to be placed into another class. Please discuss with your divisions the importance of ADA compliance in courses. This is a federal and state law to offer accommodations for those with a legal disability.

1.c Signage on Highway 65 – Dr. Habib presented handouts with potential billboard options. You Belong (Hwy 99). Prepare for your Dream Career (Hwy 65). New Skills, New Jobs, New Options (Hwy 65). These have been approved and we are working on changing these billboards.

1. **Other**

1. **Future Agenda Items**

**Full Audience Discussion - Short Term Courses with pre-requisites (leadership courses)**

1. **Adjourn – meeting adjourned at 4:49**
2. **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 units 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