**PORTERVILLE DUAL ENROLLMENT COORDINATING COUNCIL**

**October 4, 2016 Minutes**

**@ 3:30 PM @ Porterville College (CT Room 1308)**

**Present:** Kailani Knutson, Valerie Garcia, Brian Bell, Eric Barba, Martha Stuemky, Salma Aziz, Krista Herrera, Jorge Ramos, Matt McCracken, Andrew Plyman, Apolinar Marroquin, John Buckley, Jeff Brown, Erin Cruz, Bill Henry, Miranda Warren.

1. Welcome/ Overview
2. Spring 2017 Proposed Classes- Handout. Some courses are already scheduled, others are in progress. If any changes are needed, email Kailani or Sam.
3. College Readiness: English & Math- there have been concerns of students not placing at the right level to get into classes. How can we help you prepare your students? PC is currently using Accuplacer to assess students.
4. High School Items/ Updates (Roundtable)
5. PC Admissions & Records- Handout. PC is working on hiring additional Admissions staff to help during the registration process.
6. Concerns/Issues- the paperwork involved- a system is needed to help collect forms, signature, grades, etc.
7. Changes/ Opportunities for Improvement & Enhancement
8. Other Items/ Going Forward/ Next Discussion- Dual Enrollment Coordinating Council will meet the 1st Tuesday of the month at 4pm in CT-1308.