PORTERVILLE COLLEGE

APPROVED

Division Chair/Enrollment Management

Minutes

3:00 pm – 4:00 pm Monday, October 10, 2016 AC-107

**Present:** Bill Henry, Sam Aunai, Mike Carley, Kim Behrens (for Lupe Guillen), Joel Wiens, Jay Hargis, Vickie Dugan, Tim Brown, James Thompson, Maria Roman, Ann Marie Wagstaff, Maria Roman, Kailani Knutson

**Absent:** Lupe Guillen

1. **Call to Order**

The meeting was called to order by Bill Henry at 3:05 pm.

1. **Approval of Agenda**

Motion to approve the October 10, 2016 Division Chair Agenda with one addition – Program Review Process (Mike Carley)

M/S/C – T. Brown/V. Dugan

1. **Approval of Minutes**

Motion to approve the Minutes from September 26, 2016

M/S/C – J. Thompson/J. Wiens (carried with consensus of sub-committee)

1. **Informational Items**
2. **Discussion Items**
3. ~~Career Coach Discussion (Ann Marie Wagstaff) Removed from Agenda~~
4. Master Schedule (Bill Henry) Schedules should be in and complete at this time without changes. The schedule has not been uploaded at this time because of Banner issues. Because of the uploading issues, there is still a small window of time to make changes and corrections. These additional changes need to go directly to Bill Henry.
5. Accreditation Update (Bill Henry) – The chair of each standard will receive a copy of the Los Angeles City College Self Evaluation to use as a guide/template for their specific standard.
6. Program Review Process (Michael Carley) It was suggested that the Program Review process return to the Strategic Planning Committee to be evaluated against the rubric. ~~After review it will come back to the College Council as an informational item only.~~  After review and discussion, the College Council will vote to approve the new process for Program Reviews. This topic will be discussed at the next Strategic Planning meeting.
7. Other
8. Health Careers (Kim Behrens) – Health Careers consultant for concept based nursing curriculum indicated that our nursing degree compared to other associate degree nursing programs was high. The consultant stated the average associate nursing degree was about 74-76 units rather than 85 units. She recommended we consider decreasing units where we could due to the impact on student success and financial aid.
9. **Future Agenda Items**
10. General Ed Discussion (Maria Roman)

**Adjournment**

Meeting was adjourned at 3:55pm