PORTERVILLE COLLEGE

**APPROVED**

Enrollment Management

Minutes

3:00 PM – 4:00 PM Monday, September 28, 2015 SCCR

**Present: Val Garcia, Sam Aunai, Mike Carley, Kim Behrens, Arlitha Williams-Harmon, Joel Wiens, Vickie Dugan, Tim Brown, James Thompson, Lupe Guillen, Maria Roman, Ann Marie Wagstaff**

**Absent: Bill Henry, Jay Hargis, Judy Fallert**

1. Preliminaries
2. **Call to Order**

The meeting was called to order at 3:07pm by Tim Brown

1. **Approval of Agenda** (September 28, 2015) with one additional discussion item (Budget – A. Williams-Harmon)

**M/S/C (Thompson/Dugan)**

1. **Approval of Minutes**

Motion to approve the minutes from September 14, 2015

**M/S/C – (Wagstaff/Dugan) and carried with consensus of sub-committee.**

1. **Information Items**

A. Participatory Governance (handout) – Dr. Carlson wanted to share this PowerPoint handout presented at a workshop on participatory governance put on by the State Academic Senate and the Community College League of California. Handout will be sent out electronically after the meeting.

B. Budget (Arlitha) The budget worksheets will go out this week. There was a handout given to Division Chairs. Arlitha suggested meeting with the two new Chairs to go over the budget information. These worksheets are due back at the end of October for the 2016/2017 fiscal year.

1. **Discussion Items**
2. **Financial Aid Program Review – Amended (E Cruz) – Tabled**

**(M/S/C –Garcia/Wiens)**

1. **Admissions and Records Program Review – Amended (E Cruz) – Tabled**

**(M/S/C –Garcia/Wiens)**

1. **Student Equity Program Review (E Cruz) – Tabled**

**(M/S/C –Garcia/Wiens)**

1. **Student Success and Support Program Review – Amended (E Cruz) – Tabled (M/S/C –Garcia/Wiens)**

**E. Liberal Arts Degree (Sam Aunai)** It is uncertain who is responsible for the liberal arts degree and the program learning outcomes. All three divisions, Language Arts, Fine Arts and Social Science have a stake in this program. After ongoing discussion, James Thompson and Ann Marie Wagstaff volunteered to get together and come up with a solution and bring it back to the committee for discussion.

**F. Adjunct Office (Ann Marie Wagstaff) –** The topic of adjunct offices was discussed. Do all divisions have an office for their adjunct instructors and if so, where and how are they equipped? Ann Marie Wagstaff will send out an email to the Division Chairs and bring the results back to the next committee meeting.

**IV. Other – CART (Ann Marie Wagstaff) –** Richard Goode and Jim Entz will be heading up the CART program. A survey will be sent out in the next week or so regarding CART and asking for input from faculty.

1. **Future Agenda Items**

**A. Financial Aid Program Review – Amended (E Cruz) - Tabled**

**B. Admissions and Records Program Review – Amended (E Cruz) - Tabled**

**C. Student Equity Program Review (E Cruz) - Tabled**

**D. Student Success and Support Program Review – Amended (E Cruz) – Tabled**

**E. Adjunct Office (Wagstaff) – Follow-up**

**F. Liberal Arts Degree (Wagstaff/Thompson)**

**Adjournment:**

**Meeting was adjourned at 3:46pm. Next scheduled meeting is**

**Monday, October 12, 2015**