

## ***Enrollment Management Committee***

Meeting Minutes

April 8, 2005 ~ 1:30 – 3:30 p.m

Central Portland

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Attended: Craig Kolins, Rebecca Mathern, Mimi Maduro, Frost Johnson, Dennis Bailey-Fougner, Robin Burwell, Ron Smith, Patty McCoy, Miriam Friedman  
Absent: Russell Banks, Jennifer Boehmer, David Goldberg, Scott Huff

### **Action Items:**

- Craig has requested groups to send their priority tasks/objectives to him before our next meeting.
- All goals need to be sent to Rebecca.
- Miriam will explore options on student involvement with EM committee.
- Dennis will sift through the summary (e-mail document) and provide insight.
- By our next meeting have all facilitator group feedback.
- Rebecca will send the summary (e-mail document) to EM committee and assign each member to review select pages.
- Craig and/or Nan Poppe will contact nominated individuals for participation/involvement with the Enrollment Management Committee. EM members will receive feedback and make decision.

#### I. Welcome:

- New committee members: Tammy Billick and Mimi Maduro

#### II. Co-Facilitator/group feedback

- Goal 2 (Craig/Russell) no report – work in progress
- Goal 3 (Miriam/Guy) feedback received from 5 participants.
- Goal 4 (Robin/Patty) feedback received from 1 participant.
- Goal 5 (Scott/Jane) not in attendance at meeting.
- Goal 6 (Frost/Narce) no feedback received
- Goal 7 (Ron/Jennifer) received feedback from 4 participants. Good feedback but received limited feedback on priorities.
  - Send all feedback responses to Rebecca – she will incorporate all goals once information has been received and will send results to all participants.

#### III. Summary of Evaluation feedback – EM committee reviewed feedback via handout and discussed various points of interest.

IV. Finalize committee members – the following persons were nominated by EM committee members however, a final decision has not been completed:

- Faculty: Judy Zimmerman, Michael Sonnleitner, Mike Keyes, Jane Zunkel, Bryan Hull, Roger Frank, James Harrison, Heather Cole, Rob Burns, Dale Klyer or Dorina Cornea
- Classified: Lorna O'Quinn, Kathleen Harriman, Jamie Rhine, Diane Thornton or Pat Hardin
- Division Dean: Brooke, Peter Maphumalo, Cheryl Scott or Steve Ward
- Auxiliary Services: Karissa Nickerson or Laurie Bales
- AP/Advising/Counseling: Julia Reisinger, Stedman Burroughs or Loan Lee

**Announcements:**

- Meeting announcements are posted via Enrollment Management Group page.
- Pertinent information is posted to our group page in MyPCC regularly. Please be sure to view the group page to keep abreast of any new files and/or documents.
- If any member has information they would like posted to our group page please send your request to Rebecca.
- Our **next meeting is scheduled for Friday, April 22, 2005** – 1:30 p.m. -3:30 p.m. Central Portland WTC – Room 302.

Meeting Adjourn: 3:30 p.m.