



# CEMC MEETING MINUTES

Friday, November 19, 2021 | 8:00 a.m. | via Zoom

## LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

## LPC Planning Priorities

- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

## College Enrollment Mgmt. Committee

### Members Present (voting):

Jeremiah Bodnar (voting)

Rajeev Chopra (voting)

Nan Ho (voting)

Stuart McElderry (voting)

Thomas Orf (Co-Chair)

Sarah Thompson (voting)

Tamica Ward (voting)

Kristina Whalen (Co-Chair)

### Members Present (non-voting):

Erick Bell

Dyrell Foster

Amy Mattern

Andrea Migliaccio

Anette Raichbart

Rajinder Samra

Carolyn Scott

**Classified Senate:** Aubrie Ross

### Members Absent:

Jeanne Wilson

### Guests:

Theresa Rowland, Richard Dry,

Craig Kutil

## Meeting Minutes

### 1. Call to Order

Dr. Orf called the meeting to order at 8:00 a.m.

### 2. Review and Approval of Agenda

Committee members approved the agenda (McElderry/Ward)

### 3. Review and Approval of Minutes of October 22, 2021

Committee members approved minutes (McElderry/Ward)

### 4. Enrollment Trend Presentation

Mr. Samra shared a presentation from IPEC.

Data for Spring 2017-Spring 2021

Nationally two-year public colleges are showing the most decline. By gender, male students are dropping the most. It will be a real challenge to bring our males back. There are small increases in some areas.

For fall 2021 the trend has switched; there's more females dropping than males. (Not nationally)

### 5. Latest Numbers

Dr. Orf reporting: No changes and we are not expecting any. We will run spring data in about two weeks.

### Fall 21 as of 11/15/2021

FTES 2507.07

FTEF 190.15

WSCH/FTEF 405.37

FTES/FTEF 13.18

Fill rate 77.03%

# of Pri Sec 781

-10.20%

### 6. Early Enrollment Returns – possible adjustments

Dr. Whalen: What's happening now as we are starting to enroll students is a 62 percent of our instruction on the schedule with some sort of in-person component to it. Distance Education classes filled first. Now we have more online classes than pre-pandemic. And students enrolling in face-to-face classed have additional steps to complete in terms of vaccination verification, so enrollment is slower. With in-person classes having little to no enrollment we are considering do we swing where we see demand or hold to our commitment of in-person classes.

Dean McElderry shared what's happening in his area (BSSL). Data shows that enrollment is improving. Enrollment is increasing in both face-to-face and online in some disciplines. Some online classes are waitlisted, but some face-to-face is still zero. Some maybe they are signing up for online to wait and see what will happen.

**7. Review of Divisional Analysis Worksheet**

Dr. Whalen had given these worksheets to the deans to look over. We normally give them out in advance of the discipline plan formation so deans can look at the trends. Each dean shared their findings.

The information shared will help inform discussions going forward. We head into DEMC with some discussions that relate back to what was pointed out about the Sheriff's Academy. At the District level there's been some discussion about what would be the numbers that constitute our targets. The number that's being talked about at that level is the difference between 240 FTES that switched from LPC to Chabot and adjusting targets based upon that switch.

**8. Enrollment Strategies**

Dr. Whalen: We had a target for this year around 6700 FTES, and it looks like we will come in around 6100 FTES. So we are looking at strategies to increase our FTES without adding to our budget. ISAs are ones in which instructional cost are traditionally not born by the college but we reap the reward of the FTES. Also we were thinking about looking at apprenticeships. We learned from the 2020 student accounting manual that in the beginning of 2018 we could report apprenticeship courses on either our apportionment (320 report) or the traditional way (321 report). You have to choose one or the other. We set up our first apprenticeship where we could claim it on our 320 report (we created curriculum, hired the instructor). But it doesn't make sense at the District level to claim this on the 320 report because we are in hold harmless. Reporting it on the 321 report allows a portion of it to go to the provider of the apprenticeship and the other part goes to Ed-C at the District Office. So we wouldn't get any money because there is such a huge difference between hold-harmless and what we would actually take in. And the college doesn't receive any money from claiming it on the 321 report. So we are in a position where we are taking on these apprenticeship opportunities, but we're not yet in a position to start to see the FTES windfall.

- ISAs
- High School Summer Program
- Apprenticeships

**9. Good of the Order**

Dr. Orf: At the last DEMC we didn't agree to target numbers. There's a special DEMC meeting next week to do this. So at the next CEMC meeting we will begin going over the discipline plans.

**Adjournment:** 9:30am