



CEMC MEETING MINUTES

Friday, April 22, 2022 | 10:30 a.m. | via Zoom

Meeting Minutes

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)
Kristina Whalen (Co-Chair)

Members Present (non-voting):

Dyrell Foster
Joel Gagnon
Kevin Kramer
Amy Mattern
Andrea Migliaccio
Anette Raichbart
Rajinder Samra
Carolyn Scott
Jeanne Wilson

Classified Senate: Aubrie Ross

Student Senate: Fernando Torres

Members Absent:

Tamica Ward (voting)

Guests: Tracey Coleman, Craig Kutil

1. Call to Order

Dr. Orf called the meeting to order at 10:30 a.m.

2. Review and Approval of Agenda

Committee members approved the agenda (McElderry/Ho)

3. Review and Approval of Minutes of March 25, 2022

Committee members approved minutes (McElderry/Bodnar)

4. Latest Numbers

Dr. Orf reporting: No real changes. Might run the numbers one more time for this semester. Doesn't expect the numbers to change much.

Spring 22 as of 4/18/2022

FTES 2185.18

FTEF 180.71

WSCH/FTEF 371.78

FTES/FTEF 12.09

Fill rate 68.63%

of Pri Sec 741

-17.13%

5. Waitlist Analysis (see attached spreadsheets)

Dr. Whalen: The question of waitlist has come up several times as a point of analysis for looking at enrollment management and being responsive to student demand. We will review the data that Rajinda Samra has collected focusing on the top 10 classes with the largest waitlist. We want to discuss how we might capture the student demand in these classes and if we can't, let's identify why.

Mr. Samra provided the committee with an overview of the waitlist data he captured to begin the discussion.

The deans shared information regarding courses in their area. A&H has the greatest number of students on their waitlists and have the most in the top 10.

Some comments

- This (data) is a great start. The waitlist is more impacted in the high enrollment courses.
- Wondering if students who were on the waitlist for CMST 10 for example, enrolled instead into another CMST course. Or they chose another requirement? How can we better understand their behavior in this area? Can we get that data?
- Waitlists are really dependent on mode of instruction

- Late start sections make a difference too; there's an opportunity to add late start asynchronous classes
- "Rate My Professor" seems to be affecting a lot of student behavior regarding enrolling into classes
- First time ever we cancelled asynchronous MATH 40; waitlists are not huge.
- Students are sitting on waitlists waiting for a particular professor.
- Hard to say if ANTH1 is an FTES or modality issue
- We need two points of data that would help to inform us: We have waitlists for our classes at LPC, but we also have students that go to Chabot. Our waitlists consist of "wish lists" (students wishing they could take a particular course of instructor).
- Why do we consistently keep the waitlist max at 20? We deliver false hope. If we drop it down, students would look for the next open section.
- We originally did not have waitlist, and once there was a way for people to individually reduce the number for wait listing. But having a (higher number) wait list helps us to know which courses are in such high demand that if we were to open another section, we'd know we'd be close to filling it.
- When we get Ad Astra up and operating we'll be able to contact these students directly and provide guidance
- How can faculty let students know how many they can let in (off the waitlist) or when they will be letting them in is a continual concern.
- Shortening the wait lists would be good for some disciplines
- There's a strong case for ARTS 2A, ENG 1A, and BIO 30 to get extra because they are common prerequisites.
- For BIO 30 the waitlist was in the combo class; could have opened up another section; struggling with staffing

Mr. Samra added that there is so much to the data we are reviewing. The fill rates include just about everything except for non-credit classes. He encourages everyone to sort the fill rate data by course because it adds another dimension.

VP Whalen thanked Rajinder Samra for the work he's done to help us deepen our conversation.

6. Coordinated Outreach Efforts

Dr. Wilson: Some really great things have been happening on the campus. Our Outreach Specialists are a great group and have been meeting together and coming up with ideas. They've compiled a list of events on one internal document for this semester projecting up to next spring. They often do presentations together.

The Outreach Specialists are Sarah Bettencourt (CTE), Helena Cruz (CTE), Anne Kennedy (CTE), Jean O'neil Opipari (STEM), and Lisette Rocha (Financial Aid).

They used information from the internal document to create a 4-page public document with pictures and information for the community. This document also includes information on the new President's Scholars Program.

On Monday we have a parent night with over 100 families that have RSVPed to attend. We have 100 signed up for campus tours to be led by our student government.

Parent & Family Resource Guide – our parents in tri-valley are very hands on so we need to focus on them as well. Sarah Bettencourt is working on this guide for the summer and a website along with Dean Gagnon, to provide information like concurrent enrollment, registrations, etc.

10. Good of the Order (none)

Adjournment: 12:02 pm