



CEMC Meeting MINUTES

October 12, 2018 | 10:30 a.m. | Room 1687

Meeting Minutes

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

CEMC Meeting

Members Present (voting):

Don Carlson (voting)
 Rajeev Chopra (voting)
 Ruth Hanna (voting)
 David Johnson, Co-Chair
 Thomas Orf, Co-Chair
 Sarah Thompson (voting)
 Tamica Ward (voting)

Members Present (non-voting):

Roanna Bennie
 Diane Brady
 Elizabeth David
 LaVaughn Hart
 Andrea Migliaccio
 Carolyn Scott

Members Absent:

William Garcia
 Nan Ho (voting)
 Amir Law
 Stuart McElderry
 Rajinder Samra

1. Call to Order

Dr. Orf called the meeting to order at 10:32 a.m.

2. Review and Approval of Agenda

Committee approved the agenda (Johnson/Hanna).

3. Review and Approval of Minutes of September 28, 2018

Committee will approve minutes at the next meeting due to some concerns.
 (Chopra/Carlson)

4. Report from DEMC

Dr. Orf reported that the last DEMC meeting was an interesting meeting. The hot item was rollback. We are rolling back everything based on the vote despite all faculty and administrators from LPC voting against the rollback). Scenarios were shown at the district that demonstrated how the rollback would affected the budget based on total amount of rollback that would be proposed and it was decided based on these scenarios that a rollback of the entire amount possible would be warranted. There was a document that listed four scenarios (different amounts of rollbacks) given out at the meeting.

In addition, a one percent growth for next year was also proposed but nothing has been finalized. The target number this year was 7372 FTES; so one-percent additional would be 7445 FTES. We should plan more than one-percent in order to reach our goal.

5. Latest Number and Targets for Next Year

Ms. Hart provided an updated report. We are going to be up 1.5 for fall over last fall and up about 3.5% summer and fall combined over last summer and fall combined. Academy (162nd) came in earlier this year.

Sum 2018 as of 10/07/2018

FTES	689.03
FTEF	42.20
WSCH/FTEF	501.23
FTES/FTEF	16.33
Fill rate	82.13%
# of Pri Sec	176
(Up 11.25%)	

Fall 2018 as of 10/07/2018

FTES	3,405.44
FTEF	208.44
WSCH/FTEF	504.51
FTES/FTEF	16.34
Fill rate	87.48%
# of Pri Sec	884
(Up 4.67%)	

Ms. Hart updated the New Discipline Template for 2019-2020; she still needs to know our summer dates. Ms. Migliaccio will forward these to her. The template has a new non-credit page where the CAH is calculated differently. G1 = lab hours; G2 = contact hours.

The committee discussed initial planning for 2019-2020 but will wait to get firm numbers from DEMC at the next meeting.

At the next meeting Ms. Hart will provide draft discipline plans for review. She'll have some historical information to show what the divisions have done in the past. After the committee discusses any issues, she will prepare revised discipline plans to be sent out by November 7. The plans will be due back to the deans by December 3, then back to Ms. Hart by December 12, so she can prepare the final versions for the December 14 CEMC meeting.

6. Marketing Issues

Ms. Migliaccio reported that ITS can now update the list of open classes on the website since we now have updated to a new version of Banner. ITS will need to know the enrollment cap and when in the term the list should be available. She also reported that printed schedules should be available the week of Oct. 22. and priority registration begins November 7.

7. Good of the Order

Interim President Bennie stated that our Fire Academy Program has been approved for accreditation.

8. Adjournment: 11:59 a.m.

Next meeting: October 26, 2018, 10:30 a.m. – 12:00 p.m.