



CEMC Meeting Minutes

August 23, 2019 | 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

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ 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):

Rajeev Chopra
Ruth Hanna
Nan Ho
Thomas Orf (Co-Chair)
Sarah Thompson
Tamica Ward
Kristina Whalen (Co-Chair)

Members Present (non-voting):

Diane Brady
Roanna Bennie
Elizabeth David
Amir Law
Stuart McElderry
Andrea Migliaccio
Rajinder Samra
Carolyn Scott

Members Absent:

William Garcia

Guests:

Theresa Fleischer -Rowland (VC)

1. Call to Order

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

Introductions were made for the benefit of our new Vice Chancellor Theresa Fleischer-Rowland.

2. Review and Approval of Agenda

Committee approved the agenda (Ho/Hanna)

3. Review and Approval of Minutes of May 24, 2019

Committee approved the minutes (Ho/Thompson)

4. Analysis of Numbers

Ms. Hart reporting.

Handouts provided – enrollment report, GE schedule report.

As of Saturday night's reporting we are down 4.82% for our fall enrollment. That's - 4.3% for the year. But a different report on Thursday shows that we are currently down 3.88% (This report does not use the same metrics as Argos). There has been many late entries into some classes. There's also a Sherriff's Academy in session right now that is projected to close around 88 or 90 FTES. Our numbers reflect what we have expected.

During discussion there were concerns that we might have cancelled courses too soon last spring, so we should be mindful of this next time.

Summer 2019 as of 8/19/2019

FTES	638.35
FTEF	40.40
WSCH/FTEF	489.28
FTES/FTEF	15.80
Fill rate	77.56%
# of Pri Sec	177
	-1.65%

Fall 2019 as of 8/19/2019

FTES	3,104.49
FTEF	213.71
WSCH/FTEF	450.53
FTES/FTEF	14.53
Fill rate	85.31%
# of Pri Sec	873
	-4.82%

Discussion of the GE schedule report (based on last spring) will help with scheduling for spring 2020. The report shows the behavior of class scheduling here at LPC.

5. Spring Class Additions

There was discussion and decisions made to make class additions for spring 2020 with the idea that we might have to make some drops later. Additions noted today will not be added to the permanent discipline plan carry over. Each dean took time to review and make recommendations for their areas. Deans Law, Ho, and McElderry (A&H but not SLPC) had revisions and additions to their discipline plans. Dean David had no changes or additions.

The total requested additions for spring 2020 amounts to 13.88 FTEF. 469 FTEF is our total allocation for the year; 252.5 is what we've already spent for summer and fall; that leaves around 216.5 FTEF available for spring. 211.64 FTEF is what we have in the discipline plans for spring 2020 right now. So adding around 5 FTEF for spring is our comfort mark.

The deans will meet to prioritize the proposed additions.

Committee agreed with using 7.5 FTEF as a starting point to add classes, with the possibility to include .5 more at a later date.

6. Report from DEMC

Was not covered but some detail was reviewed in earlier discussions.

7. What are the issues of goals of CEMC this academic year

Hold for next meeting

8. Marketing

Hold for next meeting

9. Good of the Order

Chopra briefly explained to VC Fleischer-Rowland how this committee works together to come up with solutions. She expressed her gratitude for the committee's collaboration.

Adjournment: 12:06 p.m.

Next meeting: September 13, 2019