



CEMC Meeting Minutes

Friday, December 8, 2023 | 10:30am – 12:00pm | via Zoom

LPC Mission Statement	LPC Planning Priorities	
<p>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 life-long learning.</p>	<p>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.</p>	<p>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.</p>
Chair (voting)	Deans (voting)	Faculty (voting)
<input checked="" type="checkbox"/> Heike Gecox, Co-chair <input checked="" type="checkbox"/> Nan Ho, Co-chair	<input checked="" type="checkbox"/> Stuart McElderry <input checked="" type="checkbox"/> Amy Mattern <input checked="" type="checkbox"/> Tamica Ward	<input checked="" type="checkbox"/> Jeremiah Bodnar <input checked="" type="checkbox"/> Rajeev Chopra <input checked="" type="checkbox"/> Craig Kutil <input checked="" type="checkbox"/> Rafael Valle <i>Attendance (Quorum = 5 voting members)</i>
Administrators (non-voting)	Administrators (non-voting)	Classified Professionals (non-voting)
<input type="checkbox"/> Dyrell Foster, President <input type="checkbox"/> Anette Raichbart <input checked="" type="checkbox"/> Jeanne Wilson <input checked="" type="checkbox"/> Rajinder Samra	<input checked="" type="checkbox"/> Kevin Kramer <input checked="" type="checkbox"/> Joel Gagnon <input checked="" type="checkbox"/> Thomas Orf	<input checked="" type="checkbox"/> Carolyn Scott <input checked="" type="checkbox"/> Andrea Migliaccio
Academic Senate (non-voting)	Classified Senate (2) - (non-voting)	Student Senate (2) - (non-voting)
<input type="checkbox"/> Ashley Young <input type="checkbox"/>	<input checked="" type="checkbox"/> Aubrie Ross <input type="checkbox"/>	<input checked="" type="checkbox"/> Mahi Bath <input type="checkbox"/>
Guests		
<input type="checkbox"/> <input type="checkbox"/>		

Agenda Item	Information/Discussion	Action/Assigned To																
1.	Call to Order Ms. Gecox called the meeting to order at 10:30 a.m.																	
2.	Review & Approval of Agenda Agenda approved by the committee with the addition of one item: Timelines for Discipline Plans	Approved Bodnar/Valle																
3.	Review & Approval of Minutes – November 17, 2023 Minutes were approved by the committee with three abstentions.	Approved McElderry/Kutil																
4.	Enrollment Updates Ms. Gecox reporting: Spring enrollment is starting to look very good. We have quite a few classes already filled and waitlisted. VP Ho added that fraud has been detected in some sections. She suggests taking a look over your rosters for suddenly increased enrollment. Thanks to Dean McElderry for detecting this in a few of his sections. <table border="1" data-bbox="264 846 1682 1200" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th data-bbox="264 846 972 886"><u>Fall 23 as of 12/07/2023</u></th> <th data-bbox="972 846 1682 886"><u>Spring 24 as of 12/07/2023</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="264 886 972 922">FTES 2690.83</td> <td data-bbox="972 886 1682 922">FTES 2125.60</td> </tr> <tr> <td data-bbox="264 922 972 958">FTEF 182.54</td> <td data-bbox="972 922 1682 958">FTEF 183</td> </tr> <tr> <td data-bbox="264 958 972 993">WSCH/FTEF 455.86</td> <td data-bbox="972 958 1682 993">WSCH/FTEF 360.79</td> </tr> <tr> <td data-bbox="264 993 972 1029">FTES/FTEF 14.74</td> <td data-bbox="972 993 1682 1029">FTES/FTEF 11.62</td> </tr> <tr> <td data-bbox="264 1029 972 1065">Fill rate 86.18%</td> <td data-bbox="972 1029 1682 1065">Fill rate 66.81%</td> </tr> <tr> <td data-bbox="264 1065 972 1101"># of Pri Sec 733</td> <td data-bbox="972 1065 1682 1101"># of Pri Sec 731</td> </tr> <tr> <td data-bbox="264 1101 972 1136">14.97%</td> <td data-bbox="972 1101 1682 1136">25.04%</td> </tr> </tbody> </table>	<u>Fall 23 as of 12/07/2023</u>	<u>Spring 24 as of 12/07/2023</u>	FTES 2690.83	FTES 2125.60	FTEF 182.54	FTEF 183	WSCH/FTEF 455.86	WSCH/FTEF 360.79	FTES/FTEF 14.74	FTES/FTEF 11.62	Fill rate 86.18%	Fill rate 66.81%	# of Pri Sec 733	# of Pri Sec 731	14.97%	25.04%	
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5.	Report and discussion of 2024/25 discipline allocations VP Ho shared a summary sheet of allocations by division, credit and non-credit, and gave some explanation. Each dean walked through the allocation for their division using the summary sheet. Committee members responded with comments and questions.																	

6.	<p>Timelines for Discipline Plans December 8: CEMC meeting with final allocations for vote February 6: Discipline plans due back to co-chairs (division internal deadlines TBD) February 9: CEMC meeting to approve final discipline plans</p> <p>Ms. Gecox will send out discipline plans and letter after our meeting today. VP Ho thanked Ms. Gecox for her work in putting together the discipline plans, as well as the deans.</p>	
7.	<p>Vote and approval of discipline allocations MSC: Mattern/Chopra to approve the final discipline plan allocations. The committee approved.</p>	
8.	<p>Good of the Order Ms. Gecox thanked everyone for being patient with her as she learned this role. Happy Holidays to everyone!</p>	

Meeting adjourned at 11:39am

Next meeting: Friday, January 26, 2024