



College Enrollment Management Committee

February 10, 2017 | 10:30 a.m. | Room 1687

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.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

CEMC

Members Present (voting):

Roanna Bennie
Diane Brady
Don Carlson
Debbie Fields
LaVaughn Hart (Chair)
Don Miller
Thomas Orf
Lisa Weaver

Members Present (non-voting):

Nan Ho
Andrea Migliaccio

Members Absent:

Barbara Morrissey
Sylvia Rodriguez
Barry Russell
Rajinder Samra

Visitors:

Diane Scott-Summers (Interim VPSS)

ASLPC Student Rep: None

Meeting Minutes

1. Call to Order: The meeting was called to order at 10:35 a.m.
2. Review and Approval of Agenda – MSC: Bennie/Orf; committee approved the agenda.
3. Review and Approval of Minutes January 27, 2017 – MSC: Orf/Weaver; committee approved the minutes.

4. Update on DEMC meeting

Ms. Hart stated that there seems to be some continuing data discrepancies between college and District. Some differences might be due to time of receipt of information. But overall the meeting was okay. The Chancellor was in attendance.

Both campuses are experiencing a little weakness in enrollments for spring but are still well above the curve in the Bay Area. Ms. Hart stated that the conversations regarding next year's goals (at DEMC) seem more positive and less derisive. There appeared to be recognition that we are doing what we can to make the goal. VP Bennie added that she believes informal conversations with the chancellor by different people have helped.

5. Update 16/17 FTES data

Ms. Hart stated that there has been a little drop in FTES. A little more than anticipated but the number will come up later in the semester as the academies end and fast track classes start. The fill rate is a little lower but still up over last year this time. Two academies will close this spring. The 157th academy closes in March and should be around 88 FTES and the 158th academy, which ends June 29, should come in close to 80 FTES. We should have approximately 20 non-credit FTES for spring. Our FTES should be 3% up in 16/17 over 15/16. Overall we're doing really well.

Spring 17 as of 02/06/2017

FTES	3,071.63
FTEF	202.22

WSCH/FTEF	484.45
FTES/FTEF	15.49
Fill rate	85.04%
# of Pri Sec	840.00

FTES 16/17 to date: 7,027.49 FTES

Project Final 16/17: 7,230.49 FTES

6. Planning for 17/18
 - Report on revised discipline plans
 - Discussion of potential adds for 17/18
 - Discussion of low productivity concerns

Ms. Hart stated that at the last meeting we discussed whether or not we have enough on schedule to meet our goals (both FTES and productivity). She said she would try to estimate 17/18 FTES and productivity based on historical info and the data provided in the discipline plans. Ms. Hart stated that it appears that we should hit our FTES target if enrollment patterns hold but our productivity may be a little lower than target. So we probably want to add a little more on schedule because there will be cancellations; maybe add six FTEF or more. VP Bennie recommended adding seven FTEF in fall and consider adjustment to spring later. She stated to keep in mind we have music issues we are working on; courses required for the ADT but not resolved in negotiations yet.

While looking at the data to project 17/18 FTES and productivity, Ms. Hart discovered that we might be under reporting Work Experience (WRKX) and internships in terms of FTES. She doesn't think student hours are being tracked correctly or people might not be reporting correctly. She did some comparisons from previous years. But it looks like something we can correct.

Each dean shared information about their area including what should be kept and/or removed from the list of potential additions:

Dean Ho: remove EMS 62, VWT 35, EMS 30, but keep EMS 20 that has a higher CAH than the 30; remove CHEM 31, ENGR 35, 44, EMS 20. VWT 25 should be spring; keep CHEM 1A, BIO 30, and 30L, RADS 40B, 40C keep, and HORT 56.

Dean Miller: keep MSCM 31 for summer; remove MUS 6; keep SPAN 21 in fall; remove SPAN 1A from summer; keep THEA 4; keep RELS 1 for spring; keep SPAN 22; remove THEA 1A and VCOM.

Dean Carlson: CS and AUTO are covered by Strong Work Force per Vicki; HIST, PSYC, POLI, need to be prioritized; maybe reduce them all by a course or two.

VP Bennie for Dean Amir Law: HLTH has fallen enrollment since it's now not a requirement for the ADT - so we'll remove it for fall;

We will move ahead with what we have; the courses paid by Strong Workforce will move through as well. MSC: Weaver/Carlson; committee approved

FROM SUMMARY page:

	Allocation	Plans	Est. Prod.	Est. FTES	Sum 17	Fall 17	Spr 18	Prop. Add'l
A&H	138.59	138.13	403.92	1,860	9.32	64.97	63.85	2.78
BHAWK	53.83	53.72	534.23	957	4.67	25.96	23.02	0.53
CATSS	96.80	96.29	538.54	1,729	7.53	45.05	43.71	3.63
MSEPS	151.88	148.10	503.34	2,485	15.17	64.58	68.35	3.20
SS	7.60	7.93	378.15	100	0.30	3.77	3.54	0.53
Total FTEF	448.70	444.18	491.68	7,280	36.99	204.33	202.46	10.67

7. Marketing Efforts

(Not covered)

8. Good of the Order

-Presentation to the Board

(Not covered)

9. Adjournment at 12:15 p.m.

NOTE: Next meeting – February 24, 10:30 – noon