

LAS POSITAS COLLEGE
College Enrollment Management Committee
Minutes of Special Meeting
September 27, 2013

Attending: Mr. Craighead; Dr. Everett (voting); Dean Garoupa (voting); Ms. Hart (chair, voting); Ms. Migliaccio; Dean Miller (voting); Dean Morrissey; Dr. Orf (voting); Ms. Scott; Dr. Weaver (voting).

Absent: Dr. Ankoviak (voting); Dr. Lease; Dr. Noble (voting); V.P. Rodriguez (voting); Dean Rodriguez; Mr. Samra

1. **Call to order:** 10:32 a.m. by Chair, Ms. Hart; Room 2460

2. **Approval of minutes**

MSC: L. Weaver/T. Orf to approve

3. **Spring FTEF Additions**

Spreadsheet with Breakdown of FTEF per Discipline Plans for Spring 14 and Breakdown of FTEF per Discipline Plans and SWOXEN for Fall 13 handed out for discussion.

For Fall 2013: between 180.8 and 183.41 FTEF; SWOXEN shows as of 9/12 180.80 FTEF (not including large lectures)

Ms. Hart expressed gratitude to the deans who took time to help her find out where we really stood, and to the staff for their assistance in looking at other ways to get better data.

On schedule for Spring projected at	176.77 FTEF
Grand total would be 384.35; allocation is	<u>392.80</u>
which leaves a difference of	8.45

If we look at adding the 8.45 it would look like this per division:

ALSS	3.55
STEMPS	3.30
BSBA	1.44
SS	0.17

There was a discussion of whether to go with the smaller number first (3.6) then ask faculty for additional later. But it was decided to go with the higher value of 8.45 to be added to the Spring 14 schedule. MSC: L. Weaver/D. Miller

Ms. Hart will email the spreadsheet (handout) to the committee after the meeting.

	<u>LPC</u>	<u>Chabot</u>
Current FTEF	180.8	271.63
WSCH	552	501
FTES	3225.65	4431.23
Fill rate	92%	91.8%

Presentations

ALSS (presented by Dean Garoupa) 2.75 FTEF (remaining 0.80)

STEMPS (presented by Dr. Everett) 2.24 FTEF (remaining 1.06)

BSBA (presented by Dean Miller) 1.23 FTEF (remaining 0.21)

(No one representing Student Services was present. Ms. Hart will contact them).

Deans are to send information to cover the remaining balances to Ms. Hart by Thursday, October 2. MSC: T. Orf/L. Weaver to approve

4. Tracking FTEF Effectively - Discussion

It was proposed that maybe a small group could be formed to carry on the discussion of this issue and feed back to the larger group. There is a need for a campus-wide picture; a college perspective. The (small) group would not make any decisions. Suggested members: Dr. Orf, Ms. Hart, an Administrator, and possibly someone from Student Services.

Discussion ensued. Members are asked to come back with more ideas at the next meeting.

5. Good of the order

Dr. Everett reporting FON information:

277 for Fall 2012

267 for Fall 2013

270 for Fall 2014 is projected.

If the FON is going down we might not have to shift money to Chabot, but we don't know how it will effect full time hires.

6. Adjournment: 11:55 a.m.

Next Meeting: Friday, October 11 at 10:30 a.m. room 2450