



CEMC Meeting Minutes

October 11, 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 (voting)
- Ruth Hanna (voting)
- Nan Ho (voting)
- Amir Law (voting)
- Thomas Orf (Co-Chair)
- Tamica Ward (voting)
- Kristina Whalen (Co-Chair)

Members Present (non-voting):

- Roanna Bennie
- Diane Brady
- William Garcia
- Amy Mattern
- Stuart McElderry
- Andrea Migliaccio
- Carolyn Scott

Members Absent:

- Elizabeth David
- Rajinder Samra
- Sarah Thompson (voting)

Guests:

- VC Theresa Fleischer-Rowland

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 (Hanna/Chopra).

3. Review and Approval of Minutes of September 27, 2019

Committee approved the minutes (Hanna/Chopra) with a correction to the statement made by Nan Ho in the Good of the Order.

4. Our Latest Numbers

Ms. Hart reporting.

Handouts provided – enrollment report.

165th Academy closed at 101 FTES (59 students) and is reflected in the report.

Fall 2019 as of 10/10/2019

FTES	3,267.62
FTEF	212.78
WSCH/FTEF	460.52
FTES/FTEF	14.88
Fill rate	85.73%
# of Pri Sec	902
	-4.05%

5. Timeline for Next Year's Discipline Plans

Dr. Orf gave some details of the last DEMC meeting. One of the goals was to come out of the meeting with our numbers for 2020-21 and this was accomplished. This was the earliest we have ever been able complete this task. But this still needs to be approved by the Chancellor.

LPC: 7,447 FTES (474.6 FTEF)

Chabot: 10,202 FTES (667.1 FTEF)

The Sheriff's Academy will go from LPC to Chabot and there was a lively discussion regarding the allocation. The compromise was to reduce the productivity from 490 to 485 for both campuses.

Regarding the timeline, Dr. Orf stated that we will need to meet with the deans to discuss the allocations. As a data tool for discussion, Ms. Hart provided a spreadsheet that tracks enrollment data over the years.

The deans will review the report keeping the 474.6 FTEF allocation in mind, then they will make an appointment and meet with Dr. Orf to have

a generalized discussion. The goal is to finalized discipline plans before our meeting in December.

Here's the timeline that was agreed on:

Oct. 21, 23, and/or 24: Dr. Orf will meet with deans (He will send them a schedule)

Oct. 24: Dr. Orf will give numbers for the report to Ms. Hart.

Oct. 25: At the next meeting, we can review and approve the allocation by discipline.

Oct. 28-29: Information to go out to faculty for feedback to create the discipline plans.

November 12: Information/comments are due back to the deans for review.

November 19: (No later than this date) Information due back to Ms. Hart.

November 22: Approve the final plans at our meeting.

Dean Ward confirmed that the summer dates have not yet been decided but they are hopefully meeting soon regarding the calendar. Dr. Whalen will take the lead to get a meeting together soon.

6. Marketing Issues

VP Garcia reported on updates regarding spring registration:

November 12 is the first day of priority registration. The class schedule is finalized. We had some issues with the print vendor which caused a delay but the hard-copy schedule will be mailed to the Tri-Valley around the last week of October or first week of November. We'll also have hard copies dispersed around campus. To help maximize enrollment, we'll have the fast-pass (one-stop shop for articulation services) beginning the week of November 18 where all our offices will be open 9 a.m. to 7 p.m., Monday through Thursday. We will also do orientation and education plans. And we are also hosting a high school counselor liaison day on November 22. Also coming this fall we will have financial aid and waitlist campaigns.

7. Good of the Order

None

8. Adjournment: 11:55 a.m.

Next meeting: October 25, 2019