



CEMC MEETING MINUTES

Friday, December 11, 2020 | 10:30 a.m. | via Zoom

Meeting Minutes

1. Call to Order

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

2. Review and Approval of Agenda

Committee approved the agenda (Ho/McElderry) making a small adjustment: moving "Report from DEMC" to after "Approval of Discipline Plans"

3. Review and Approval of Minutes of October 23, 2020

Committee approved minutes with one abstention (Whalen/McElderry)

4. Latest Numbers

Ms. Hart reporting: Enrollment report – data as of December 7, 2020
We are down a little over 5% compared to last year at the same time.
Overall for the year we are down about 7%.

Fall 20 as of 12/07/2020

FTES	2,828.26
FTEF	195.71
WSCH/FTEF	445.92
FTES/FTEF	14.45
Fill rate	84.46%
# of Pri Sec	809
	-13.46%

Spring 21 as of 12/07/2020

FTES	2,137.61
FTEF	206.75
WSCH/FTEF	319.98
FTES/FTEF	10.34
Fill rate	57.82%
# of Pri Sec	835
	-5.43%

5. Possible Adds

Dr. Whalen: We had been talking about being very mindful of the budget and not adding on demand. It does look like we are fairly significantly under-scheduled for the year. This might be part of the reasons our numbers are down. The budget assumptions assume that we are spending the full FTEF. So we might look for areas where we can add but not go above the budget. We cannot spend our entire budget on salaries. Let's look for where the demand is high and also at waitlists.

6. Approval of Discipline Plans 2021-22

Some comments:

Dean Mattern – A&H: Most of the plans are straight forward. Some of our areas are still trying to figure out things in the online environments,

LPC Mission Statement

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 lifelong learning.

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.
- ❖ Coordinate resources and provide professional development for effective online instruction and remote delivery of student support services and college processes to advance equitable student outcomes.

College Enrollment Mgmt. Committee

Members Present (voting):

Jeremiah Bodnar (voting)
Nan Ho (voting)
Stuart McElderry (voting)
Thomas Orf (Co-Chair)
Sarah Thompson (voting)
Kristina Whalen (Co-Chair)

Members Present (non-voting):

Erick Bell
Dyrell Foster
LaVaughn Hart
Amy Mattern
Andrea Migliaccio
Anette Raichbart
Rajinder Samra
Carolyn Scott

Members Absent:

Rajeev Chopra (voting)
Elizabeth David
Tamica Ward (voting)

Guests:

Craig Kutil

so there might be some small changes that will occur. We will look more at summer. Adjustments will be made based on the comments received from the committee today.

Dean McElderry - BSSL: Some disciplines will go over their allocations; one will be under. Brief explanation of overages: Library classes are not truly over; ANTR & BUSN overages are basically due to large lectures but we can convert if needed. There's a need to increase Ethnic Studies courses. We could add a SOC 3 class if needed.

Dean Bell - PATH: NTRN wants to do a large lecture in summer - this is driving the overage (will convert or reduce during the year); FST added the Fire Academy in the fall 21 which was not a part of the allocation, so this caused an overage (may be picked up by CTE); also a new management course is proposed to be launched. AJ – getting the 21st Century policing certificate ready for fall (not all courses are AJ).

Dean Ho: NMAT overage will be funded through the SCFF non-credit project. We are at allocation for all other programs. There are several proposed adds for departments where we continue to see strong demands.

Dean David is absent but Student Services is the same as last year.

MSC: to accept the plans with modifications as discussed (McElderry/Bell); committee approved.

7. Report from DEMC

Samra found a potential issue with Dashboard but it might not affect FTES. He has an idea of what it might be but will touch base with IT.

8. Good of the Order

This is the last CEMC meeting with LaVaughn Hart. We would like to thank her for everything she's done.

9. Adjournment: 12:05pm

10. Next meeting: January 22, 2021