

**LAS POSITAS COLLEGE  
COLLEGE ENROLLMENT MANAGEMENT COMMITTEE  
Minutes of November 18, 2011**

Attending: Ms. Aubert; Dr. Ankoviak (voting); Dr. Ely (voting); Mr. Kratochvil; Ms. Lee (voting); Ms. Maloney (voting); Ms. Miller; Dr. Noble (voting); Dr. Orf (chair, voting); Dr. Ruys; Ms. Scott; Dr. Weaver (voting)

1. **Call to order:** 9:35 a.m. by Chair, Dr. Orf; Room 2460.
2. **Approval of minutes of October 14, 2011:** MSC – Ely/Lee; Dr. Ankoviak, abstain
3. **Presentation of Discipline Plans by Deans:**

MSEPS: Dr. Ely reported that he recalculated his 2011-2012 total to be 121.02. His 2012-2013 target came in at 120.94, just under last fiscal year's total. Public Safety sector is about the same at 17.17 FTEF; Big change: Summer Science classes – Biology and Chemistry. The science building is down for the summer so there were two meetings for the biology and chemistry staff to sort out options. Option 1 – Hold the classes at another facility like Dublin High, for example. This was found to be a terrible idea for many reasons. Option 2 – Role the FTEF from Summer for Biology and Chemistry, into Fall and Spring. This was found to be a terrific opportunity for both programs.

BCATSS: Dr. Noble reported that her division total is about the same as last year at 94.95. Business and Marketing are managed by Dr. Lisa Weaver. Dr. Weaver determined as a result of Program Review that she wanted to move some business FTEF to marketing. There is an error in last year's Computing Studies CNT. It is one class short. The class was offered but not reflected on the discipline plan. So when the class is put back in for 2012, we appear to be a little over. ECD 83 will (hopefully) be grant-funded. If not, it will be removed. So the class is added, but deducted from the total FTEF. These two items (CNT and ECD) total of .48, so if deducted, the total FTEF will be 94.47. We will know whether the class will be grant-funded before it is offered; before registration.

PEAHW: Ms. Miller reported her total as 24.54. The only changes made were to Nutrition and Health; a full-time employee came back from sabbatical leave. Also added was a new kinesiology class into curriculum.

A&C: Dr. Ruys reported that everything was rolled over from last year.

Total = 122.38

Writing Center = .80

CFS (foundation) = 1.15

Dr. Orf reported for Kimberly Tomlinson per her email: Fall = 4.27; Spring = 3.07;  
Total = 7.34

Dr. Orf stated that we are only over by .22 FTEF.

Dr. Ely motioned to approve the discipline plans; Dr. Weaver seconded.

Dr. Orf mentioned that this was the quickest meeting to present discipline plans in 6 years.

4. **Good of the Order:** N/A
5. **Adjournment:** 10:11 a.m.
6. **Next Meeting:** December 9, 2011 at 9:30 a.m.