

**LAS POSITAS COLLEGE
COLLEGE ENROLLMENT MANAGEMENT COMMITTEE
Minutes of May 11, 2012**

Attending: Dr. Ankoviak (voting); Ms. Aubert; Dr. Ely (voting); Ms. Lee (voting); Dr. Noble (voting); Dr. Orf (chair, voting); Dr. Ruys; Mr. Samra; Ms. Scott; Dr. Weaver (voting). Guest: Mark Tarte

1. **Call to order:** 9:32 a.m. by Chair, Dr. Orf; Room 2460.
2. **Approval of Minutes of March 16, 2012:** MSC – Weaver/Lee (unanimous)
3. **Changes in Geol and AJ discipline plans for the coming year**

Dr. Ely stated that the original discipline plan that came through this committee for Geology was to schedule one large lecture and 3 distance education classes. Now the proposal is for there to be one larger lecture (capped at 130) and two large distance education classes (capped at 60 each). The new option will use the same amount of FTEF that would have been used for the original plan. But we will serve 15 more students with the new plan. Looking at the enrollment pattern from last time when we had one large lecture and three DE classes, there was more pressure for student to add into the on campus lecture class than there was for the third DE class. So we'd probably do a better job for an on-campus face-to-face class, we serve more students, and use the same amount of FTEF.

MSC: Weaver/Lee (unanimous)

For AJ, Dr. Ely stated that they want to substitute AJ 65 for AJ 56 for Spring 2013. AJ 65 hasn't been offered in a very long time. Both are 3 unit, .20 FTEF classes. But there are some issues that need to be taken care of first. An agenda item at the first curriculum meeting in fall will be an update to the outline for AJ 65. Mr. Tarte stated that they are trying to rotate courses through the year that they don't offer routinely. AJ 65, Traffic Enforcement & Investigation, is one. It involves DUI enforcement and accident reconstruction. It falls in line with the California Vehicle Code 4600 that all cadets in the academy are required to have (know). Many of the AJ students are preparing to be police officers.

MSC: Lee/Weaver (unanimous)

4. **Enrollments reports for summer and fall semesters:**

Dr. Orf stated that 87% of primary sections are filled for summer. This number can be misleading. Of the classes still open, ten are P.E., one Viticulture, one Spanish, and one math. When you take just the P.E. classes out of the scenario, the percentage goes up to 94. Of all classes closed, half of them are waitlisted to the maximum.

Summer: Productivity is 549

Fall: Productivity is 282 with 50% of classes full. Many classes are still open.

Ms. Lee stated that she is surprised the numbers are low since continuing students had a chance to register first and there is an 18 unit cap. But she is happy that there's still room left in classes since tomorrow is Mega Day. Fifteen hundred students have applied for early admission.

5. Good of the order

Dr. Weaver stated that she has attended the CEMC meetings since her first semester of teaching here, on and off initially, then fully the past years. She will not be on the committee next year. She has enjoyed the experience and learned a lot. Dr. Orf thanked her for serving. Dr. Ely stated that she added something by being on the committee and he appreciates it. Colleagues thanked her for her work.

Dr. Orf stated that he would like to close the books on this academic year. So the minutes will be sent out next week and he asked that committee members vote (approve the minutes) by email.

Adjournment: 9:54 a.m.

Next Meeting: TBD