

**LAS POSITAS COLLEGE  
COLLEGE ENROLLMENT MANAGEMENT COMMITTEE  
Minutes of September 16, 2011**

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

Excused: Dr. Ely (voting); Dr. Walthers

1. **Call to order:** 9:35 a.m. by Chair, Dr. Orf; Room 2460.
2. **Report from DEMC plus our fall and summer updates:**

Our target district-wide: 15,331 FTE

	<u>LPC FTES</u>	<u>Chabot FTES</u>
Summer	409	677
Fall	<u>3055</u>	<u>4715</u>
Total	3464	5392

Grand total = 8856

Balance for Spring = -6475

	<u>Productivity</u>		<u>Fill Rates</u>	
	LPC	Chabot	LPC	Chabot
Summer	566	750	91.4%	98.4%
Fall	524	556	93.6%	97.3%

District-wide target with Tier 2 cuts: 15,942; then the balance for Spring would be -7084 (which we should have no problem making).

The schedule goes to the printer on October 7.  
Registration starts November 7 for Special Programs.

3. **Schedule for the semester**

Dr. Orf mentioned that last year the CEMC meetings were the same day as the DEMC meetings. But since other District meetings are now being scheduled along with DEMC, this will no longer be an option. Therefore the following days were

selected for CEMC: October 14 at 9:30 a.m., November 4 at 2:30 p.m., November 18 at 9:30 a.m., December 9 at 9:30 a.m., and December 20 at 9:30 a.m. (if necessary).

4. **Good of the Order**

Last year the Deans presented all discipline plans ahead of time (On Grapevine under Committees-Enrollment Management). We can continue this process if comfortable. At the next meeting we will figure out when we would like faculty to work on their plans, then disseminate to them after the October 14 meeting.

5. **Adjournment:** 10:10 a.m. by consensus.

6. **Next Meeting:** October 14, 2011 at 9:30 a.m.

Recording Secretary: Carolyn Y. Scott