

LAS POSITAS COLLEGE
COLLEGE ENROLLMENT MANAGEMENT COMMITTEE
Minutes of September 14, 2012
Room 2450

Attending: Kevin Ankoviak (voting), Neal Ely (voting), LaVaughn Hart (voting); Christina Lee (voting); Dyan Miller (voting), Janice Noble (voting), Tom Orf (chair, voting), Sylvia Rodriguez (voting); Marilyn Flores, Teresa Henson, Cynthia Kuene, Craig Kutil, Ashley McHale, Diane Rodriguez, Rajinder Samra; Randy Taylor, Kevin Walthers, Kristine Woods

1. **Call to order:** 3:05 p.m. by Tom Orf, Chair
2. **Approval of Minutes:** Minutes were not available for approval; will be voted on at next meeting.
3. **Approval of Potential Cuts for Spring Semester:**

Dean Flores proposed the following cuts for ALSS:

Class	FTEF	Class	FTEF
ANTR 2	0.2	MUS 5	0.2
ART 2A/2B	0.33	PHTO 56	0.17
ENG 1A	0.3	POLI 7	0.27
ENG 4	0.25	SPAN 1A	0.33
ESL 121A	0.52	THEA 40	0.23
GEOG 1L	0.15	SPCH 11	0.2
HIST 14	0.2	FREN 1B	0
MSCM 35	0.37	INTD 56	0.2
PHIL 1	0.2		
ALSS Total			4.12

Dean Miller proposed the following cuts for BSBA:

Class	FTEF	Class	FTEF
BUSN 55	0.2	KIN SI	0.15
BUSN 56	0.2	KIN SWBI	0.15
ECD 74	0.13	KIN TK	0.15
ECD 80	0.13	KIN WTW	0.15
ECON 2	0.2	PSYC 1	0.2
HLTH 1	0.2	PSYC 10	0.2
INTN I	0.07	PSYC 4	0.2
INTN II	0.2	PSYC 6	0.2
KIN BK	0.15	PSYC 6	0.2
BSBA Total			3.08

Dean Ely presented the following proposed cuts for STEMPS (same as last meeting):

<u>Class</u>	<u>FTEF</u>	<u>Class</u>	<u>FTEF</u>
AJ 50	0.2	CS 38	0.17
ASTR 20	0.2	EMS 61	0.29
BIOL 20	0.2	FST 50	0.23
BIOL 5	0.35	GEOL 1L	0.17
CHEM 30B	0.37	HORT 54	0.13
CIS 50	0.25	HORT 60	0.24
CIS 9101	0.24	MATH 107	0.35
CNT 55	0.24	MATH 45	0.25
CNT 7301	0.35		
STEMPS Total			4.23

Total proposed Academic Services cuts: **11.43 FTEF**

Christina Lee stated that Student Services proposed cuts are **.2 FTEF**.

Dr. Noble stated that the total FTEF savings from cancellation of fall classes was **.67 FTEF**.

Total of all cuts: **12.3 FTEF**.

Motion by Ely/seconded by Lee to approve the cuts as outlined above with a grade total of 12.3 FTEF cuts for Spring 13. There was discussion regarding specific cuts and the impacts of cutting certain classes. Tom Orf expressed concern about the number of Psychology courses on the cut list. Dean Miller stated that these were the classes put forward by the faculty. Kevin Ankoviak stated that wasn't the job of the committee to pick specific classes to be put on the cut list. Deans will review lists this coming week and there is the possibility of some adjustments based on their review and discussion. Motion carried.

4. Report from DEMC: Tom Orf reported that the decision at the DEMC meeting was to begin moving forward with discipline plans for 13-14 using the 14,692 FTES number as the base for Fall 13.

5. Discipline plans for 2013/14 timeline: Tom Orf and Janice Noble will develop a letter, to go out next week, outlining the approach disciplines should use in developing discipline plans for 13-14. Suggestion was made that disciplines be advised to keep in mind that there is the potential that the 7.5% cut that will happen in Spring if taxes don't pass will continue in 13-14 with the knowledge that the cuts will impact disciplines differently (and we don't know at this time how cuts will be implemented).

Initial for plans from disciplines will be due a couple of weeks before November CEMC meeting. However, nothing will be finalized until after the November election. Teri Henson asked how the CEMC deadlines for discipline plans will interact with the process that the Planning Task Force is working on the fall. It may cause confusion to have disciplines make plans that have to be changed later based on the recommendations of the Planning Task Force.

Kevin Ankoviak stated that we also need to start thinking about what we need to do if the taxes pass, e.g., will we need to add more into Spring 13 schedule to make our numbers; how quickly do we need to get that information to the schedulers, etc. While it is easier to add classes into the schedule, we need to consider the available of faculty and space.

- 6. Good of the Order:** Dr. Noble announced that Nicole Huber will be available to assist with scheduling for 25-30 hours per week (telecommuting). This will be in addition to Sarah Huber 10 hours per week.

Sylvia Rodriguez showed a mockup of the print schedule with classes marked to be cut highlighted and a note at the bottom of each page.

Respectfully submitted:

LaVaughn Hart