

**LAS POSITAS COLLEGE
COLLEGE ENROLLMENT MANAGEMENT COMMITTEE
Minutes of February 1, 2013**

Attending: Dr. Ankoviak (voting); Ms. Everett (voting); Ms. Hart (voting); Ms. Lee (voting); Ms. Migliaccio; Ms. Miller (voting), Dr. Noble (voting); Dr. Orf (chair, voting); Ms. D. Rodriguez (voting); Ms. Scott; Dr. Walthers

Absent: Dr. Flores; Ms. S. Rodriguez; Mr. Samra

1. Call to order: 1:08 p.m. by Chair, Dr. Orf; Room 2450

2. Approval of Minutes (December 14): MSC – Lee/Hart (1 abstention); Dr. Noble wanted to state that a comment made by Dr. Flores at the last meeting regarding ALSS losing 3 sections was not totally accurate. The reason for the change that caused the loss was not contractual.

3. Report from DEMC

Dr. Orf stated that basically what was covered was how DEMC will fit into the new budgetary process. But the most important thing is that there was an addition of FTES, from 16.042 to 16.202. Productivity right now for LPC is 550; FTES is 3080 (last year this time it was 3008); fill rate is 95 percent. This puts us at 388.9 FTEF for next year. Right now we are at 373.4 FTEF. This is a difference of 19.44. So it's about a 1% increase next year. Discipline plans were approved at 369.46 FTEF.

Dr. Orf stated that he would send an email to faculty by this weekend regarding the discipline plans. Maybe the plans can be returned to the deans by February 22. Our next meeting will probably be on March 1 at the District at 1 or 3 p.m., depending on DBSG.

4. FTEF allocation for next year

19.44 FTEF

Ms. Lee stated that these were the percentages used before :

ALSS – 42%

BSBA – 17%

STEMPS – 39%

SS – 2%

This was based on high peak enrollment data of 2009-2010.

Dr. Orf stated that we could continue with the same criteria and add to it. Ms. Lee inquired whether we could add pathway courses like English 1A and 4 or 7. Dr. Noble stated that this is the direction the State is indicating that we should go. Dr. Orf stated that we can operate like last time and have faculty submit their proposals and then the deans meet to discuss. Dr. Walthers stated that maybe (the figures from 2009-10) should be used as a benchmark; the divisions should not add back just to get the percentage. Dr. Noble added that Dean Miller has inherited David Everett so we might have to change the percentage; but we can start with these percentages if everyone is okay. Dr. Orf stated that then each dean can present what they are adding back at the next meeting. Dr. Noble stated that since Dr. Flores could not be in the meeting today, she sent an email. It reads as follows:

So here are the numbers to make up for the difference in the original FTEF for the Foundation course from the actuals:

Original discipline plan (1.14 FTEF) Revised discipline plan (1.19) = -.05

-.05 Difference in Foundation FTEF

+.73 Gain in Canceled Courses INTD 52 (.20); INTD 56 (.20); VCOM 65 (.33)

-.30 Used to add late start English 1A course

-.27 Used to roll VCOM into Summer

Overall net gain available = 0.11 FTEF

Dr. Noble stated that we need to take the College Foundation Semester off the top of the allocation; not from any one division. She will speak with Dr. Flores about this since it's handled in her area.

5. Report from sub-committee

Tabled until next time

6. Good of the order

Dr. Orf: The next meeting will be on March 1; time and place is dependent on whether there is a DBSG meeting or not. After March, we will schedule meetings the first Friday of every month at 1:30 p.m. at LPC, except for Spring Break week. For April we will meet the second week on April 12 at 3:30 p.m.

Adjournment: 1:46 p.m.

Next Meeting: Friday, March 1, time and room TBD