



CEMC Meeting Minutes

September 27, 2019 | 10:30 a.m. | Room 1687

Meeting Minutes

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

College Enrollment Mgmt. Committee

Members Present (voting):

- Ruth Hanna (voting)
- Nan Ho (voting)
- Amy Mattern (voting)
- Thomas Orf (Co-Chair)
- Tamica Ward (voting)
- Kristina Whalen (Co-Chair)

Members Present (non-voting):

- Stuart McElderry
- Andrea Migliaccio
- Carolyn Scott

Members Absent:

- Roanna Bennie
- Diane Brady
- Rajeev Chopra (voting)
- Elizabeth David
- William Garcia
- Amir Law
- Rajinder Samra
- Sarah Thompson (voting)

Guests:

N/A

1. Call to Order

Dr. Orf called the meeting to order at 10:33 a.m.

2. Review and Approval of Agenda

Committee approved the agenda (Hanna/Ward).

3. Review and Approval of Minutes of September 13, 2019

Committee approved the minutes (Hanna/Ho).

4. Our Latest Numbers

Ms. Hart reporting.

Handouts provided – enrollment report. There is no real change from the last report. Overall our numbers are down 4%. We should have 88 FTES showing up in the next few weeks from the 165th academy. There will be two more academies closing in this academic year: The 166th closes February 27 and the 167th closes May 18. Academies starting in the spring will still belong to us (Chabot will have the responsibility after that).

Summer 2019 as of 9/9/2019

FTES	640.71
FTEF	40.40
WSCH/FTEF	490.10
FTES/FTEF	15.86
Fill rate	77.51%
# of Pri Sec	177
	-1.28%

Fall 2019 as of 9/22/2019

FTES	3,162.90
FTEF	212.78
WSCH/FTEF	459.94
FTES/FTEF	14.86
Fill rate	85.98%
# of Pri Sec	884
	-4.54%

VP Whalen shared data obtained from the Basic Skills Committee meeting. There was discussion about how AB705 was impacting enrollments in math and English.

5. Update from the District

VP Whalen provided information about the Zoom meeting regarding an Enrollment Management Dashboard. They discussed what the data elements would be for both LPC and Chabot. The real goal is that when this information is discussed, we pull from the same data set at the same time, using the same assumptions (FTES/FTEF, productivity, fill rate,

headcount; frequency of access, and some disaggregation). Dr. Orf added that he was under the impression that our technology folks would look at this to see how easy it would be to access. He will check with VC Rowland when he meets with her today to see if there was any feedback. We also asked about the possibility of presenting the data in 3-year intervals.

6. Preliminaries to Allocation – Strategy Discussion

Dr. Orf is meeting with VC Rowland today to discuss how we are going to do the allocation split. The committee discussed the “ugly sheet” (CLPCCD targets) and offered some comments.

It was stated that historically Chabot gets more of the FTEF due to their Nursing and Dental Hygiene programs. This has been the argument. We get less FTEF but we are expected to serve and grow more.

There should be some review at the percentages of the difference between targets and actual target levels.

We will not accept lower than we already have.

We should ask VC Rowland for her opinion.

Ms. Hart discussed the discipline plan template. She would like to know if there are any changes to the form for next year. Send any comments to her and she'll prepare for next meeting.

Dean McElderry inquired about this committee assigning productivity targets for each discipline so they can use their FTEF in a way that reaches that target. It would also help faculty to see how the process works. Committee members shared concerns.

7. SCFF Enrollment Project – Leveraging Tech to Maximize Enrollment

Tabled

8. Marketing Issues

Tabled

9. Good of the Order

Ms. Hart requested dates for summer sessions. VP Whalen will follow up.

Dean Ho spoke with the counselor regarding the issues mentioned at the last meeting. It turned out that there is an issue with how STEM classes are clustered during a certain time of the day, giving them less options for general education courses.

Adjournment: 11:55 p.m.

Next meeting: October 11, 2019