



CEMC MEETING MINUTES

Friday, May 22, 2020 | 10:30 a.m. | via Zoom

Meeting Minutes

LPC Mission Statement

Las Positas College provides an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.

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)
- Stuart McElderry (voting)
- Thomas Orf (Co-Chair)
- Sarah Thompson (voting)
- Tamica Ward (voting)
- Kristina Whalen (Co-Chair)

Members Present (non-voting):

- Elizabeth David
- William Garcia
- LaVaughn Hart
- Dyrell Foster
- Andrea Migliaccio
- Carolyn Scott

Members Absent:

- Rajeev Chopra (voting)
- Anette Raichbart
- Rajinder Samra

Guests:

- Jeremiah Bodnar

1. Call to Order

Dr. Orf called the meeting to order at 10:33 a.m. Thanks to Jeremiah Bodnar for joining us for this meeting, and starting in the fall as a member of the committee. And thanks to Ruth Hanna for her service, as this is her last meeting.

2. Review and Approval of Agenda

Committee approved the agenda (Thompson/Whalen)

3. Review and Approval of Minutes of April 24, 2020

Committee approved minutes (McElderry/Whalen)

4. Latest Numbers

Ms. Hart reporting: Enrollment report – data as of Monday; summer looking extremely good; we found a few problems that have been fixed. Productivity and fill rate are great for summer. For fall, things are not quite as great but in a better place than before.

Summer 20 as of 5/18/2020

FTES	747.27
FTEF	41.49
WSCH/FTEF	554.21
FTES/FTEF	18.01
Fill rate	89.05%
# of Pri Sec	175
	16.72%

Fall 20 as of 5/18/2020

FTES	1,881.67
FTEF	
WSCH/FTEF	
FTES/FTEF	
Fill rate	46.44%
# of Pri Sec	949
	-10.60%

5. Changes to fall/summer schedule - adds / drop

Dr. Whalen: There was a delayed approval of the “ugly sheet.” The recommendation of a reduced productivity was not accepted. So productivity was restored to what it had been years previous (490). That lowered the amount of FTEF that we have to allocate. There have also been conversations about a structural deficit or continual deficit especially when it comes to part time instructor costs. So VP Whalen and deans were tasked with reducing the fall schedule by 7 FTEF. They looked for low enrolled or unstaffed classes (1.82 FTEF). Also via the transition plan there were a few instances where faculty wanted to remove some classes from the online schedule (0.85 FTEF). Part time

staff and low enrolled (1.65 FTEF). BHAWK and SLPC combined is 4.32 FTEF to be removed from the scheduled. For STEM 1.199 FTEF was identified to be removed. For A&H we have also identified some low enrolled, unstaffed, etc. courses bringing the overall total to 8.349 FTEF, exceeding our target. We could choose not to reduce this much, but recommends we do since there are some unknown things ahead of us. We do know there will be a 60% reduction in our strong workforce money.

After discussion the committee agreed/approved to remove the 8.349 FTEF from the schedule (MSC: Thompson/Ho). VP Whalen will hand over the details to Ms. Migliaccio to get it on the schedule.

6. Future possible cuts and meeting in summer

Dr. Orf stated that we might have to meet in the summer due to the possibility of more cuts. Possible dates to meet: June 11, 25, July 9, 23. Please hold these dates on your calendar. We would probably only meet on one of these days.

7. Good of the Order

The committee thanked Ruth Hanna for being such a great committee member. Also VP Whalen expressed her enjoyment of Ms. Hanna's perspective on this committee. There were also thanks to Drs. Whalen and Orf, Ms. Hart, and everyone else.

8. Adjournment: 11:30 a.m.

9. Next meeting: Fall 2020