



CEMC MEETING MINUTES

Friday, May 13, 2022 | 10:30 a.m. | via Zoom

Meeting Minutes

LPC Mission Statement

Las Positas College is 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 lifelong learning.

LPC Planning Priorities

- ❖ 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):

Jeremiah Bodnar (voting)
Rajeev Chopra (voting)
Nan Ho (voting)
Stuart McElderry (voting)
Thomas Orf (Co-Chair)
Sarah Thompson (voting)
Kristina Whalen (Co-Chair)

Members Present (non-voting):

Dyrell Foster
Joel Gagnon
Kevin Kramer
Amy Mattern
Andrea Migliaccio
Anette Raichbart
Rajinder Samra
Carolyn Scott
Jeanne Wilson

Classified Senate: Aubrie Ross
Student Senate: Fernando Torres

Members Absent:
Tamica Ward (voting)

Guests: Tracey Coleman, Craig Kutil

1. Call to Order

Dr. Orf called the meeting to order at 10:32 a.m.

2. Review and Approval of Agenda

Committee members approved the agenda (Bodnar/McElderry)

3. Review and Approval of Minutes of April 22, 2022

Committee members approved minutes (McElderry/Bodnar)

4. Latest Numbers including Fall and Summer

Dr. Orf reporting: There hasn't been any movement for spring; might run one more time. Summer and fall are not etched in stone. The summer shows the same number for FTES and WSCH/FTEF... Good jump start. In a couple weeks we should have more valid numbers. Ran summer based on 5 weeks prior instead of 4 weeks like the District does. The District is accurate.

Dr. Whalen: We're looking at classes now that begin May 31, then we'll be looking at classes starting June 13; not taking any action but looking at the data pulled on May 10 for summer; there were some interesting things.

Summer 22 as of 5/4/2022

FTES 284.42
FTEF 46.04
WSCH/FTEF 284.42
FTES/FTEF 9.18
Fill rate 45.59%
of Pri Sec 202
57.16%

Fall 22 as of 5/4/2022

FTES 914.22
FTEF 206.46
WSCH/FTEF 135.82
FTES/FTEF 4.43
Fill rate 23.62%
of Pri Sec 831
24.70%

Spring 22 as of 5/4/2022

FTES 2185.18
FTEF 180.71
WSCH/FTEF 371.63
FTES/FTEF 12.09
Fill rate 68.81%

of Pri Sec 741
-17.17%

5. Report from DEMC

Dr. Orf: The District Dashboard comes out every Monday. Is this the kind of data we want to look at for CEMC? Is it helpful? Or is there anything else we might want to add?

It has almost the same data as the one from CEMC but in different format.

R. Samra: There's a difference in headcount where over time it kept dropping. After speaking with IT, students who ended up no longer active were being taken out of the head count; students only taking short term courses were also dropped off because they were no longer active. So in fall 2021 when we looked at the active headcount for week 16, we were off by 15 percent. We are in the process of addressing this.

Orf: During PBC we had a discussion on ISAs using a set of PowerPoint slides (presented by the Vice Chancellor Jonah Nicholas). The slides defined ISAs and gave pros and cons. This came up as a discussion item because it dealt with the Sheriff's Academy. Currently there is no allocation given to the Sheriff's Academy through DEMC. Potential options were presented on the presentation.

From one of the slides:

Option 1 Special allocation through Step 3A and DEMC FTEF allocation (similar to Nursing and Dental Hygiene)

Option 2 Reimburse actual costs at year-end (possible caps?)

Option 3 Allow ISAs to factor into the FTES percentage split through DEMC and, thus, the BAM...essentially treat ISA FTES the same as traditional FTES.

Feedback/Comments

- Would be amazing if the consensus in the room was to guide and tell us under no circumstances should we vote for anything other than option 1, with the removal of the FTES from other formulas.
- Agreed (to first item)
- These are additional cost; no revenue to offset it
- Our funded level is artificial; we got that height because we rolled back an entire summer of FTES
- Happy to support (first item)
- We can start a precedent of funding ISAs off the top; must be a PBC budget allocation policy
- We are voting on this at the next PBC meeting.
- We should come up with a written statement for our college
- One thing that would change for both colleges (with option 1) is that it would remove the incentive of pursuing an ISA
- Be careful taking option number 2
- Option 2 was offered but not very likely to happen
- Sounds like committee approves moving toward option 1

- What about ISAs that have no instructional costs? Those are all born by the partner, then do we get the FTES?
- Can we opt out of the subsidy?
- If college is willing to bare cost of the management of the ISA and doesn't want it subsidized, that might be available.
 - We can keep the FTES but right now it makes no difference because we are not meeting that target. When we vote in PBC for option one we need to add that piece that if we choose not to get the subsidy that we would get to keep the FTES. We're voting for this before knowing what our new BAM is going to look like.

6. Waitlist Analysis (continued)

Dr. Whalen: We had been looking at where we saw waitlists, and in what modality.

Today we're hoping to get some insight; seeing what info we can gather about enrollment behavior of our students.

Waitlist as of 5/10/22 in rank order spreadsheet shared (3 CMST classes that have maxed out waitlist).

One case study on CMST.

- 52 students were on the achieved waitlist for CMST 10
- 8 students ended up enrolling in a communications course
 - 4 students enrolled in CMST 1
 - 1 student enrolled in CMST 11 and 46
 - 1 student enrolled in CMST 11
 - 1 student eventually enrolled in CMST 10
 - 1 student enrolled in CMST COMM 1 (Chabot course)
- 6 students did not enroll in any course at LPC or Chabot' they appears to have left our district

Comments:

- Find out why the other 38 students did nothing; did they know they could do something else; interested to see their motivation for not doing anything.
- Is it a false sense of hope when students are on such a large waitlist?
- May not be a good case study
- What can we conclude about handling waitlists when students aren't going somewhere else to take a class they were waitlisted for?
- Students who work have found a new hope in asynchronous instructions; we don't most quick enough to make the demands of our students
- As we are about to roll over the schedule for spring 23, hope this feedback is shared out in the divisions.

10. Good of the Order (none)

Adjournment: 12:02 pm